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ABSTRACT

The Commission on Preservation and Access was established to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary records in all formats and to provide enhanced access to scholarly information. The Commission's newsletter keeps preservation and access personnel updated on current developments, issues, and technologies in the field. This document consists of 10 issues of the newsletter published in 1995 (July-August and November-December were combined issues). Highlights include a study on archiving digital information (January); a project for digitally encoding finding aids and an introduction to a new report series on international preservation (February); the affiliation of the Commission on Preservation and Access with the Council on Library Resources and the second issue of the international preservation report series (March); the creation of the European Register of Microform Masters as a central database for microfilm materials sharing (April); a definition of preservation and a statement on fiscal year 1996 appropriations for the National Endowment for the Humanities (May); the establishment of a National Digital Library Federation (June); a report on magnetic media (July-August); an international program series report on preservation and access activities in Latin America (September); a report proposing options for scholarly involvement in preservation (October); and the establishment of principles for the National Digital Library Foundation (November-December). (AEF)

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Commission on Preservation and Access Newsletter:

January - December 1995

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The Commission on Preservation and Access

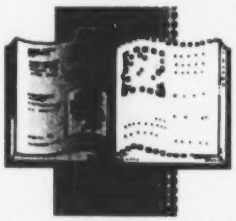
Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 74 JANUARY 1995

Task Force Formed to Study Archiving of Digital Information

The Commission and the Research Libraries Group, Inc. (RLG) of Mountain View, CA, have jointly formed a task force to investigate the archiving of digital information, taking into account broad organizational, legal, and economic issues, as well as technical concerns. M. Stuart Lynn, Commission president, and James Michalko, president of RLG, announced the formation of the group and named its co-chairs: Don Waters, Associate University Librarian, Yale University, and John Garrett, Director of Information Resources at the Corporation for National Research Initiatives.



The preamble to the group's charge describes the context for the task force:

"Continued access indefinitely into the future of records stored in digital electronic form cannot under present circumstances be

Cont. on p. 4, See ***Task Force***

Vision 2010 Project Launched at Invitational Meeting

Two dozen university presidents, chancellors and other officials participated in the initial meeting of Vision 2010, a project to envision higher education and scholarly communication in the 21st century. The gathering was held in conjunction with a meeting of the Association of American Universities in Durham, NC, in October 1994.

The meeting provided an opportunity for validation and evaluation with selected university administrators prior to an 18-month, three-phase brainstorming and planning process. The meeting was designed not only to refine the project, but to identify the principal concerns of university presidents as they prepare their institutions for the next century in a rapidly changing technological and societal environment.

Commission Board Chairman Billy Frye opened the event and set the stage for the discussions. Attendees agreed that the project must find a realistic focus that is neither too broad nor too narrow. They also recognized that in a time of significant transformation, it will be important to initiate needed change rather than react to it.

As announced in the June 1994 newsletter, Vision 2010 is funded by an initial grant to the Commission from The Carnegie Corporation of New York. Daniel E. Atkins, dean of the University of Michigan School of Information and Library Studies (SILS), is principal investigator for the project under contract to the Commission.

For more information, contact Katherine Willis, the project program officer, at her email address: <KWILLIS@UMICH.EDU>.

International Series to Chronicle Preservation Efforts

When the Commission envisioned its work on an international level, its goals were to enrich American and international scholarship, encourage international cooperation, stimulate additional preservation activities in advanced countries, and foster preservation start-up projects in less developed countries.

Since 1989, efforts that began in Western Europe and some Central and Eastern European countries have expanded to embrace dozens of other countries. These efforts will be chronicled in a forthcoming series of international reports that describe what is happening in libraries around the world, some of which were only recently reopened to the West.

Such is the case with Bulgaria, isolated from much of the world for more than 50 years. In the first offering, Sonja Jordan, Head of Preservation at the University of Notre Dame Library, highlights Bulgaria and its remarkable, long tradition of using manuscripts rather than the printed word.

Future reports include:

- an analysis of preservation strategies for Central and Latin American libraries by Dan Hazen, Harvard University Librarian for Latin America, Spain, and Portugal;
- a description of European collaborative preservation programs to preserve the intellectual heritage by

Cont. on p. 4, See ***Series***

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Commission Changes Role of PMC

The Preservation Managers Council (PMC) has been reconstituted as the Advisory Council to the Commission and has been invited to deliberate and provide recommendations to the Commission president on a full range of preservation and access activities.

In announcing the change at a December 1994 meeting, Commission President M. Stuart Lynn noted that the expanded Council agenda reflects the close relationship of preservation programs to the need to ensure long-term access to information.

The PMC was first convened in 1992 to provide a forum for managers of large preservation programs and to serve as a communication link to scores of preservation administrators in libraries and archives.

PMC members who will continue to serve are:

- Margaret Byrnes, Head, National Library of Medicine;
- Ellen Cunningham-Kruppa, University of Texas at Austin;
- Richard Frieder, Northwestern University;

Cont. on p. 3, See ***PMC Change***

The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington,DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407

The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

M. Stuart Lynn - President
Maxine K. Sitts - Communication Program Officer, Editor

CLC Explores Membership, Future Agenda

At its Fall 1994 meeting, the College Libraries Committee (CLC) agreed to supplement its current membership with representatives of mid-sized libraries addressing similar issues. This group of library directors has inaugurated a number of education, communication, and preservation-management projects over the past several years, focusing on the unique interests and capabilities of college institutions.

Key future questions involve how college and mid-sized university libraries can best explore and plan for their own use of scanning technologies — given preservation needs — and how they can take part in the larger inter-institutional environment and scholarly information system.

Responsible digital scanning for inter-institutional access to college library material — an issue addressed by Project IBID, a previous CLC activity — remains a high priority.

Among the questions raised by this project are how to:

- identify high-profile high-use materials;
- honor publishers' needs for copyright and income;
- determine formats for distribution and delivery; and
- publicize the availability of scanned materials.

In addition to its focus on providing on-demand out-of-print materials to users, an extension of Project IBID could serve as an advocate for the future of the monograph and for the integrity of information in its original form.

The CLC is supporting the third Preservation Management Seminar for part-time preservation administrators in small and mid-sized colleges and universities. (See page 3.)

For more information on CLC projects and plans, contact Committee Chair Kathleen Spencer, Associate VP for Information Systems and Library Services, at Franklin & Marshall College. (717) 291-4216.

Recycled Paper and Permanence: News from NYPL

Paul LeClerc, president of New York Public Library (NYPL) and a Commission board member, has received a letter from the Environmental Protection Agency providing assurance that the recent presidential order on recycling is not in conflict with an earlier joint resolution on use of permanent paper for documents of enduring historical value (see March 1994 newsletter, page 3). The letter, read into the Congressional Record on or about October 7, 1994, states in part:

> *I am writing you to assure you that there is no such conflict and to tell you of the steps this Administration is taking to ensure that the recycled paper requirements are not implemented in such a way as to result in the inappropriate use of acidic paper. The Administration is completely aware of and strongly supports the Joint Resolution on permanent paper and its goals. Paper which contains recycled material and is either permanent or alkaline is available for purchase, and it is our intention to continue to use these papers for documents of enduring value.*
>
> *... I very much appreciate your interest and concern for the permanence of historical documents, and applaud your efforts to reduce the use of acid papers by the federal government.*

In May 1995, NYPL is planning a conference dedicated to the issue of recycling. According to an article in the New York Times (November 27, 1994), the conference will educate recyclers about the acid-paper problem. The Times article focuses on the 15-year crusade against acidic paper by Barbara Goldsmith, an author and social historian, a trustee of NYPL, and a former Commission board member.

Preservation Management Seminar Scheduled for July 1995 in Santa Fe

AMIGOS Preservation Service has announced that the third Preservation Management Seminar, an intensive training event for academic library staff with part-time responsibilities for preservation, will be held July 9-17, 1995, at St. John's College in Santa Fe, NM.

The seminar will focus on the administrative aspects of preservation activities, recognizing that each individual and department within a library has a responsibility to help ensure enduring access to scholarly resources.

The lead instructor for the event will be Lisa Fox, who also led the first two seminars. Fox founded the SOLINET preservation program in 1985 and has presented more than 200 lectures, workshops, and training events on library and archival preservation and disaster planning.

Other instructors include Jane Hedberg, Preservation Administrator, Wellesley College, and Tom Clareson, AMIGOS Preservation Service Manager.

The seminar originally was developed by the Commission's College Libraries Committee in consultation with the SOLINET preservation program.

The Commission will again support one institution's attendance at the seminar. Registration is limited, and there is a deadline for applications. For more information and an application form, contact Clareson at AMIGOS, 12200 Park Central Drive, Dallas, TX 75251; (800)843-8482.

Apple Corporation Supports New Commission Network

A new computer network is in place at Commission headquarters supported by donations from the Apple Corporation.

The new computers and printer will expand the Commission's capabilities for communicating with constituents and disseminating reports.

In a letter of thanks to James Buckley, Vice President of Apple Computer, Inc., M. Stuart Lynn noted, "The Commission is dependent on the generosity of its various sponsors and supporters for the work that we do. There is no doubt that your gracious gift will make a substantial difference to what we can accomplish."

Library of Congress Releases Early Results of Digital Preservation Study

The Preservation Directorate of the Library of Congress has provided the Commission with a preliminary report on ways of resolving preservation issues associated with digital-imaging technologies. The results were presented to the Directorate on October 27, 1994, by Picture Elements Incorporated, which is providing consulting services on the study (see September 1994 newsletter, page 1).

The study, *Guidelines for Digital Preservation of Visual Materials*, presents an overview of the best image-capturing methods and recommends guidelines for defining the best method for a given collection. It focuses on image quality, leaving issues such as media life and migration, access and delivery strategies, color and moving pictures, and conversion throughput for later study.

Picture Elements used a small sample of scanned images (mostly tests and engravings from bound, brittle books) to demonstrate the tradeoff between spatial and tonal resolution in developing an image-conversion strategy. Both binary Group 4 and JPEG gray-scale schemes were compared from both a visual perception and a storage point of view. In many cases involving all-text source material, the JPEG gray scale rendition of the original image was considerably better than the binary Group 4 rendition with only a slight storage penalty.

Plans call for the final report on this small collection (130 renditions) to be available soon through a Mosaic reader over the Internet. For further information, contact Basil Manns, Preservation Directorate, at 202-707-8345. *(This article was adapted from information supplied by the Library of Congress.)*

Library of Congress Joins Digital Preservation Consortium

The Library of Congress has accepted an invitation to join the Digital Preservation Consortium (DPC), a group convened by the Commission to advance the use of digital technology for providing enduring access to library and archival materials by fostering the needed infrastructure among institutions. The DPC operates within the rapidly-changing environment of the Internet, which presents new opportunities and challenges for collaborative preservation and access.

At recent meetings, DPC members have discussed the contributions of academic libraries within this evolving landscape and the coordination of campus-wide efforts to develop distributed computing environments.

Additional information on the DPC is available in the six-page report, *The Digital Preservation Consortium Mission and Goals* (March 1994, $10 prepaid from the Commission).

PMC Change *Cont. from p. 2*

- Diane Nester Kresh, acting head of the Preservation Directorate, Library of Congress; and
- Christine Ward, New York State Archives & Records Administration.

Anne Kenney, Assistant Director of the Department of Preservation and Conservation, Cornell University Library, has been appointed a new member. Other members reflecting the broader charter of the Advisory Council will be named in the near future.

Complimentary Handouts and Demonstration Disks

In addition to the complimentary brochures described on page four of the November-December 1994 newsletter, the Commission also is distributing two additional products from technology demonstrations:

- The Henry Ford Museum & Greenfield Village has developed a one-page description of its collaboration with the Commission to produce a Photo-CD titled "Moving Axles on Pixels." The Photo-CD that recently premiered at the Society for the History of Technology annual meeting demonstrates how digital and telecommunications technologies can enhance access to research collections.
- Johns Hopkins University has produced demonstration diskettes in both Macintosh and IBM format that simulate searching Project Muse on the Internet. Project Muse is an initiative to provide networked access to the JHU Press's scholarly journals.

Both the Henry Ford one-page handout and the Johns Hopkins demonstration disk are available from the Commission while supplies last. Requests for the demonstration disk must specify either a Macintosh or IBM version. A pre-addressed return label will expedite your request. Please address requests to: The Communication Program at the Commission.

Task Force *Cont. from p. 1*

guaranteed within acceptable limits. Although loss of data associated with deterioration of storage media is an important consideration, the main issue is that software and hardware technology becomes rapidly obsolescent.

... It has been proposed that one solution to this problem is to "refresh" the stored records at regular intervals, that is, to copy the records onto newer media and into newer formats. While this approach is simple in concept, implementation raises a number of issues, most of which are not technological. How, for example, can we guarantee that owners of electronic records will faithfully pursue such a refreshing mandate indefinitely into the future?

The task force will be asked to:

- frame the key problems (organizational. technological, legal, economic, etc) with using technology refreshing;
- define the critical issues that inhibit resolution of each identified problem;
- recommend actions to remove each issue from the list;
- consider alternatives to technology refreshing; and
- make other appropriate recommendations.

It may also wish to envision possible end-states that accept technology refreshing as a routine approach and scenarios for achieving such end-states. Understanding what might constitute "best practices" in the area of technology refreshing will be an important goal.

The task force will consult broadly among librarians, archivists, curators, technologists, relevant government and private-sector organizations, and other interested parties. The group will be asked to complete an interim report by May, 1995, or thereabouts that can be circulated widely among interested communities to obtain feedback as input to a final report to be completed in Summer 1995.

Series *Cont. from p. 1*

Professor Pieter Drenth, President, Royal Netherlands Academy of Arts and Sciences; and

- an explanation of the European Register of Microfilm Masters (EROMM) by Dr. Werner Schwartz, Director of the Technical Department at the Staats-und Universitätsbibliothek Göttingen and Coordinator of EROMM.

The February 1995 newsletter will provide a more detailed introduction to the series.

Requests for brochures, reports, and newsletters; orders for publications; changes in addresses; and queries about exhibits should be directed to "The Communication Program" at the Commission.

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 75 FEBRUARY 1995

Contract Furthers Project on Finding Aids

What are the best practices for digitally encoding finding aids to special collections, archives, and pictorial collections? That's what the University of California at Berkeley, under contract with the Commission, hopes to find out. The collaborative project furthers the goals of the Berkeley Finding Aid Project, which previously received a U.S. Department of Education Title II-B Research and Demonstration Grant.

Finding aids provide access to and control of largely unpublished collections of primary-source materials, such as historical manuscripts, photographs and correspondence.

During the past year, the project developed a prototype standard and began constructing a database of 1,000 finding aids, half from Berkeley and half from collaborators. The prototype is in the form of a Standard Generalized Markup Language (ISO 8879) Document Type Definition (SGML DTD).

To work toward consensus, the Berkley library will hold an invitational conference where collaborators will familiarize themselves with details of the prototype standard and database and the user interface so they can serve as evaluators and critics of the project.

The event will help focus on the electronic interchange of information about archival collections from libraries, archives, and special collections. A report will be published on the conference and the emerging consensus on best pratices for encoding archival finding aids.

The Berkeley library has presented preliminary results to a number of groups including the Society of American Archivists, the Computer Interchange of Museum Information, the Coalition for Networked Information, and the Library of Congress.

Collaborators on the project include staff from: Getty Center for the History of Art and the Humanities, National

Cont. on p. 4, ***See Finding Aids***

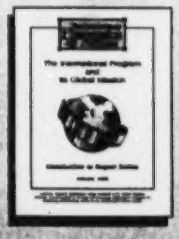
SHOT Resolution Endorses Preservation Efforts

The Executive Council of the Society for the History of Technology (SHOT) recently approved a resolution endorsing efforts to advance preservation and access efforts. The resolution grew out of an exhibit and workshop co-sponsored by the Commission and SHOT at its annual meeting in October 1994. Approved by a mail ballot on December 1, the resolution reads as follows:

> *The Society for the History of Technology, composed of scholars who work in many intellectual areas and within diverse institutional settings, is especially sensitive to the variety of sources of information on which scholarship in this field rests. Documents, rare books, oral interviews, and artifacts all are used by historians of technology. Preservation of and access to these and other scholarly materials are at the core of what we do as individuals.*

The resolution urges individuals — whenever possible — to advance preservation efforts, especially attempts to educate institutions about the value of preserving the historical record. For more information, contact Bruce Seely, SHOT Secretary, <bseely@mtu.edu>

With This Issue



The introduction to a new report series on international preservation is included with this February 1995 newsletter. *The International Program and Its Global Mission* (January 1995, four pages) sets the stage for future reports on national and collaborative preservation initiatives throughout the world.

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Scholars Visit Commission Exhibits

Scholars from the disciplines of American studies, archaeology, philology, economics, and social science visited Commission exhibits during annual meetings in late fall and early January. Developed at the invitation of the scholarly societies, the exhibits featured examples of technologies for preserving and providing high-quality access to images.

A project to provide online access to journals that takes into account the need for archiving also was displayed. Hosting the exhibits were the American Studies Association, the Archaeological Institute of America, (AIA), the American Philological Association (APA), the Allied Social Science Association and the American Economic Association.

At the joint meeting of archaeologists and philologists in Atlanta, GA, December 27-30, the Commission exhibit was paired with a new display that provided opportunities for software vendors and society members to demonstrate computer software they have created. The exhibit was described in the APA newsletter (August 1994):

> *"The purpose of this exhibit is to inform AIA and APA members that "information technology" is a powerful new tool to assist all scholars in finding new ways to organize and disctribute scholarly data and improve everyday teaching strategies. The second display is an exhibit by the Commission on Preservation and Access. It will feature full-color digitized images of uniqued archival materials displayed on high quality monitors. The materials, which have been chosen for their value to the scholarly and research community, illustrate how electronic technologies can help preserve endangered library resources and improve access to them."*

The Johns Hopkins University Press and Library, the Smithsonian Institution Libraries, and Luna Imaging (Venice, CA) collaborated in developing and staffing the exhibits, which are part of an educational and outreach program funded by the Gladys Krieble Delmas and H.W. Wilson Foundations.

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M. Stuart Lynn - President
Maxine K. Sitts - Program Officer, Editor

"Preservation has become a common buzzword in the dance community, but the actual concepts of physical preservation are not always clear.... We are faced with thousands of reels of tape recorded on now obsolete formats that require transfer in order to preserve them from further deterioration and to make them viewable..."

— "Cut to the Videotape: The Challenge of Preserving Dance in America," by Catherine Johnson, in *New England Archivists Newsletter*, October 1994 (vol.21, no.4).

Paper Permanence Featured at European Exhibition

Dr. Donald K. Sebera, a member of the Commission's Preservation Science Council, spoke on the conservation of acid paper and the use of permanent paper in the United States during an exhibition held in Udine, Italy, during early December 1994.

Sebera reviewed two areas: 1) the evaluation of mass deacidification processes by the Library of Congress and other libraries, and 2) the need for research on the effects of lignin on paper permanence. In addition to paper-based materials, the event concentrated on architectural, archaeological, artistic and historical property and heritage.

Sebera, recently retired as a conservation scientist at the Library of Congress, is preparing a review of mass deacidification efforts for publication by the Commission.

Italian and other experts — especially those in the Central European countries — who work in the cultural sector participated in the exhibition, "Restoration, Conservation, Protection," which was held in cooperation with the Italian Ministry for Cultural Property.

The International Program and Its Global Mission

Introduction to Report Series

January 1995

A private, nonprofit organization acting on behalf of the nation's libraries, archives, and universities to develop and encourage collaborative strategies for preserving and providing access to the accumulated human record.

The International Program and Its Global Mission

Introduction to Report Series

January 1995

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Reports issued by the Commission on Preservation and Access are intended to stimulate thought and discussion. They do not necessarily reflect the views of Commission board members.

Additional copies are available from the above address for $10.00. Orders must be prepaid, with checks made payable to "The Commission on Preservation and Access," with payment in U.S. funds.

This paper has been submitted to the ERIC Clearinghouse on Information Resources.

The paper in this publication meets the minimum requirements of the American National Standard for Information Sciences-Permanence of Paper for Printed Library Materials ANSI Z39.48-1992.

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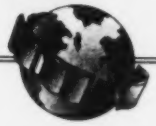
Introduction to Report Series



The Collective Memory at Risk

If a culture's heritage is, in part, the legacy of its thinkers and writers, then what happens when the written records containing our thoughts, ideas, and histories of events are in danger of being lost? No less devastating than the fire in Alexandria's library or the bombs of war are the destructive elements at work in all libraries, archives, museums, and collections. Dust, mold, dampness, pests, acidic paper, and simply age itself are conspiring to decimate the written word everywhere, and once that is gone, we forfeit both self-knowledge and the ability to understand our multiple histories. We are losing, at an alarming rate, an enormous proportion of our collective memory, a memory which scholars, researchers, historians, scientists—in fact, nothing less than the entire thinking world—need to understand the past and influence the future. But in report after report, from libraries and archives everywhere, comes the appalling statistic that on average at least a quarter of all holdings are turning to dust, their acidic paper dooming them to brittle decay.

Salvation is imperative and available. Through the use of mass conservation techniques — the deacidification of paper and the transference of paper records to microfilm and digital records — we can slow down and help prevent the disintegration of our collective memory. The Commission's international program, since its inception in 1988, has had a critical mission: to enable the preservation of materials in the spirit of worldwide cooperation, and to ensure enduring access among countries and throughout time. What we currently read in books and access through computers must be available and accessible years from now, in an ever-changing arena. Yet, what one advanced country can manage, a less developed country cannot even hope to attain without help.

The International Program

When the Commission envisioned its work on an international level, it saw its goals as enriching American and international scholarship, encouraging and coordinating international cooperation in eliminating redundancy and wisely using financial resources, stimulating preservation activities in advanced countries, and bringing preservation information to and supporting preservation activities in less developed countries. Efforts that began in Western Europe and some Central and Eastern European countries have expanded to embrace dozens of other countries, some of which will appear in the Commission's forthcoming series of international reports.

Striving to do its work without duplicating others' efforts, the international program collaborates with a number of groups worldwide. In concert with such organizations as the

Committee on Scholarly Communication with China and the Association of Ibero-American National Libraries, the Commission program has extended its reach and promoted cooperation, enabling archivists and librarians to be the healers of their own collections and encouraging model projects in countries where a ripple effect can lead to even more wide-reaching know-how. UNESCO's involvement in 1993 underlined even more clearly the growing awareness, on an international level, that recorded history is in grave danger. The UNESCO call to action echoes a major goal of the Commission. According to a statement from UNESCO's *Memory of the World* initiative:

> *Known and unknown library and archival treasures which constitute a unique memory for the world have been and continue to be lost through natural calamities, war devastations, and from the ravages of climate and weather. The magnitude of the problem of safeguarding this memory is such that it defeats the resources of any single country. An international program is urgently needed to develop a collective plan of action that would set up institutional mechanisms and determine priorities worldwide.*

When the Commission of the European Union (CEU) commissioned a feasibility study for a European Register of Microform Masters (EROMM) in 1989, it designated similar goals: to open cooperative opportunities to all libraries in the European Community as well as to libraries in the rest of the world; to encourage increased archival efforts by national centers; to further collaboration among European libraries; to promote international archiving standards; and to avoid duplication of efforts. Recognizing a kindred agenda (and spirit), the Commission quickly established contact with the CEU, and together they planned for EROMM's first phase.

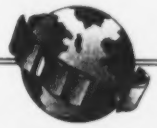
Originally set up as a pilot database at the Bibliothèque Nationale de France in Paris and now housed at the Niedersächsische Staats-und Universitätsbibliothek in Göttingen, when this phase reached its successful conclusion in December 1993, the first database of merged records from England, France, Germany, and Portugal was made available to member countries and to the Commission on Preservation and Access for distribution to U.S. bibliographic utilities. These records are being loaded onto RLIN (Research Libraries Information Network) in order to reach U.S. library and scholarly communities, leading to one reviewer's comment that this database, a merging of four European countries, is "a technical first." Since 1993, additional countries have applied for admission into EROMM. Clearly the mission for international preservation and access is being addressed by an ever-growing number of countries.

To read about what has been achieved so far is to realize the extent of preservation programs in the international community. With microfilming projects underway in Algeria, Australia, Brazil, Brunei, Canada, Chile, China, Finland, Egypt, Germany, England, France, Hungary, Israel, Italy, Japan, Liechtenstein, the Philippines, Poland, South Africa, Spain, Sweden, Switzerland, Syria, Taiwan, Tunisia, and Venezuela (as well as other projects, which are beginning all the time), more nations than ever are in the midst of a movement dedicated to preserving materials and making them available. Exciting work is being done. In Yemen a CD-ROM will contain selections of Koranic fragments; in Bulgaria the same technique has preserved manuscripts, texts, and photographs relating to Saint Sophie, the patron saint of Bulgaria's capital. A report on the bibliographic work being done with the help of the Commission must include mention of the Bibliothèque Nationale de France, which has now converted the bibliographic records of more than 140,000 volumes of microfilmed nineteenth-century French monographs to machine-readable U.S. compatible format. In Seville, Spain, ten million documents from the Archivo General de Indias detailing Spain's power in the Americas have been digitized, and a collaborative project between the Archivo and U.S. institutions is being planned to test the accessibility of the digital archive to U.S. researchers.

Such extensive undertakings require a central organization if efforts aren't to be fruitlessly duplicated. It was with this in mind that in 1993 European and U.S. scholars met in Bellagio, Italy, under the auspices of the Commission. The meeting's purpose, to establish an ongoing

international collaboration among scholars for the preservation of our global intellectual heritage, was achieved in the unanimous passage of the formation of the European Commission on Preservation and Access (ECPA). The 17 members are from the various, yet inter-connected, worlds of universities, academic and learned societies, libraries, archives, and publishing. All eminent European scholars and professionals in these fields, members are committed to promoting a European effort through the flow of information and the coordination of national and regional activities. This catalytic role is essential in raising awareness and assistance for a problem which threatens the accumulated human record. If one of the goals of the international program is to promote cooperation between countries, then the ECPA certainly embodies this ideal.

Currently housed at the Royal Netherlands Academy of Arts and Sciences in Amsterdam, the ECPA has as its first chairman Professor Pieter Drenth (also President of the Academy), who will serve as a contributing author in this report series. Professor Klaus-Dieter Lehmann, Director of the Deutsche Bibliothek and a member of the Commission on Preservation and Access in the U.S., serves as vice-chairman. Most recently, in October 1994 an ad hoc executive meeting initiated the development of a position paper on the ECPA's essential activities, aims, and priorities.



The Report Series

The first push of the international program was to identify needs regarding preservation of and access to the world's written knowledge and how to meet these needs. Over the past several years, hundreds of institutions from dozens of countries have contacted the U.S.-based Commission for information and guidance as they seek to salvage their collections. With the creation of the ECPA it becomes possible to extend the program's findings in other parts of the world.

The forthcoming series of international program reports promises to be both instructive and enlightening. Here is a chance to see what is happening in libraries and archives around the world—some of which have only recently become open once again to the West. Such is the case in Bulgaria, a country that will be highlighted in the series' first report by Sonja Jordan, Head of Preservation at the University of Notre Dame. It is remarkable to read about this country, isolated for over 50 years, with a long tradition of manuscripts rather than the printed word (only entering the world of printing and publishing in 1876—just in time for the age of acidic paper). With a decentralized system and minimal resources, Bulgaria's libraries are struggling to save their national holdings. For the first time, as the post-Communist country deals with great change, libraries are being asked to define their mission and purpose.

In her visit Jordan toured the national library: the country's fourth largest library with depository responsibilities for the region; a public library with, as yet, no preservation program; a university library with graduate classes in library science; and one of the oldest extant religious libraries outside a monastery. The libraries of Bulgaria suffer from lack of experience in the fields of preservation and access, and they struggle daily with a political structure that does not yet offer them the stability necessary for moving into greater technology. But they are eager for "reform, modernization, and leadership," and Jordan's contacts with representative libraries and librarians illustrate a national library system that we have not had access to until 1989.

Future reports will include a look at the libraries in Latin America, as reported by Dan Hazen, Harvard University Librarian for Latin America, Spain, and Portugal, after a meeting of

the International Federation of Library Associations (IFLA) in Havana, Cuba, in August 1994. The importance of training work is clearly a priority, and also of interest is the librarians' concern that preservation products and processes be based on local, and not imported, materials. As with Bulgaria, the report makes clear the librarians' great desire to find ways to preserve their collections, with often different situations and goals than their North American counterparts.

Professor Drenth has written on the preservation of our intellectual heritage with an emphasis on the state of the world's "collective memory": monographs, series, journals, and other paper materials that contain the writings of our culture and age. The report is based on a talk he gave to several European audiences, including the Standing Conference of Rectors, Presidents, and Vice-Chancellors of the European Universities (CRE) at its 43rd biannual conference in Thessaloniki, April 1994. Drenth strives to synthesize the problems, the methods by which to combat these problems, and what is being done around the globe. In so doing, he succeeds in giving the background history so necessary for getting on with the work toward solutions.

A report by Dr. Werner Schwartz, Director of the Technical Department at the Staats-und Universitätsbibliothek Göttingen and Coordinator of EROMM, is similarly important for its definitive explanation of the European Register of Microfilm Masters. Microfilm remains one of the most reliable methods of preservation, and with the possibility of such a register becoming permanent and international, Schwartz's report, based on a talk he gave at the 1994 Annual Meeting of LIBER (Ligue des Bibliothèques Européennes de Recherche) in Göttingen (July 1994), provides historical context and contemporary understanding.

These and other reports illustrate the breadth and variety of cooperative preservation initiatives underway. As scholars have always known, the wisdom of the world must be shared. Having access to the history, literature, art, philosophy, science, journalism, cultural studies, and knowledge from all lands is vital if we are to maintain the global community we have already become.

For more information, see the following. All are available from three sources: through the Educational Resources Information Center (ERIC), on the Internet, and in on-demand reprinted form from the Commission.

Commission annual reports and newsletters, 1988 –.

Computerization Project of the Archivo General de Indias, Seville, Spain. March 1992.

Preservation and Access in China: Possibilities for Cooperation. March 1992.

Preserving the Intellectual Heritage. A Report of the Bellagio Conference June 7-10, 1993. October 1993.

The International Project 1992 Update Including "Microfilming Projects Abroad. January 1993.

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Comments Sought on Oversized Color Map Project

Columbia University Libraries is investigating how to scan oversized color maps for the best on-line viewing and off-line printing. The project, under contract to the Commission, involves five large-format color maps that were scanned using a variety of methodologies. A narrative description of the project, as well as the complete set of digital images of the work in progress, is available via the Columbia University World Wide Web server at: <http://www.columbia.edu/imaging/html/largemaps/oversized.html>.

The library is requesting comments on the project and is particularly interested in evaluations of the different images. Comments and questions can be sent via email to: Janet Gertz, Director for Preservation <gertz@columbia.edu>, or Susan Klimley, Geological Sciences Librarian <klimley@columbia.edu>.

EDITOR'S NOTE: *The rest of this article is adapted from a report by Klimley on a demonstration at the annual meeting of the Geological Society of America, held in Seattle from October 23-26, 1994. The library was invited to exhibit the preliminary results of the Oversized Color Map Project by the Geoscience Information Society (GIS), an affiliate society of the major geology professional society.]*

Four images from the project were loaded onto a Macintosh PowerBook and arranged in a Quick Tour to illustrate the on-line success of the smaller images and the problems with on-line display of the larger images. When telecommunication links to access the images over the Internet could not be obtained, the PowerBook was hooked up to a large monitor that provided the look and feel of the network.

Most agreed that the smaller image, the map of Herkimer at 512 x 768, was a total success as displayed on the monitor. Visitors observed, however, that the larger image — the map of the Catskill Quadrangle at 1024 x 1536 — was barely viewable. Yet, they concurred that it was just a matter of time before desktop computing capacity caught up. Several people suggested sectioning the maps as an intermediate option.

The printed maps also drew a favorable response. People were impressed with the high quality on the large map and the readability of the smaller map when printed on a black and white laser printer. No one remarked on color variations among the printed copies.

The exhibit drew an immediate and positive response of academic and government geologists, geologists from state geological surveys, librarians, publishers, and students. Several of the state geological survey geologists asked how they would get the publications of their surveys in the queue to be preserved in this manner.

The Preservation Committee of GIS requested that GIS contact the Geological Society of America to set up a joint

Cont. on p. 4, ***See Maps***

NEH Funds Electronic Editions of Hispanic Periodicals

The project, *Recovering the U.S. Hispanic Literary Heritage,* recently received funding from The National Endowment for the Humanities for the Electronic Editions Program of the U.S. Hispanic Periodical Literature Project. The project will issue the full bibliography, indices and digital images of all the literature contained in U.S. Hispanic periodicals between 1808 and 1960.

The electronic editions on CD-ROM will be published in three phases [I: up to 1899, II: 1900-1929, and III: 1930-1960].

It is anticipated that the first edition will be ready for publication by the end of 1996. Phases II and III will follow in two- to three-year intervals. The NEH grant supplements the support of The Andrew W. Mellon Foundation for the project.

Recovering the U.S. Hispanic Literary Heritage is a national ten-year project to locate, preserve, study, and make accessible the literary contributions of U.S. Hispanics, from the colonial period to 1960. Its programs include Preservation and Archives Consortium.

For more information, contact Elsie Herdman-Dodge, Coordinator, E. Cullen Performance Hall, Room 256, Houston, TX 77204-2172 (713) 743-3128.

"If you have entrusted valuable information to floppy disks, CD-ROMs or other digital media in the hope of preserving it for the ages, be forewarned. Changes in hardware and software technology can make digital documents unreadable. Prudent steps taken now, however, can guarantee that today's records will still be accessible tomorrow."

—A description of the article, "Ensuring the Longevity of Digital Documents," by Jeff Rothenberg in the January 1995 issue of *Scientific American*.

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NYS Preservation Program Begins Tenth Year

The New York State Program for the Conservation and Preservation of Library Research Materials, the flagship statewide preservation program, celebrated its tenth anniversary in 1994. During ten years, the state has dispersed over $15 million to hundreds of institutions to:

- preserve library and archival materials of all types,
- promote preservation awareness and education, and
- conduct research into how materials deteriorate and how new technologies preserve them.

Among other events marking the anniversary will be an article, "Ten Years of Preservation in New York State," by Janet Gertz of Columbia University in the April 1995 issue of *Library Resources and Technical Services*. Focusing primarily on the eleven New York Comprehensive Research Libraries, the article documents how the program has benefited the state and analyzes how the funds have been used. A companion article on the program's effects on other institutions and regional groups throughout the state is in preparation by Marty Hanson of Syracuse University.

International Program Recommended Reading

"Saving the Memory of Humanity: A Crisis in the World's Libraries," by International Program Officer Hans Rütimann, is scheduled to appear in the January 1995 issue of *LOGOS - The Professional Journal for the Book World* (Volume 5, Issue 4). In the words of *LOGOS* editors, "... Rütimann has visited 300 libraries and archives and other institutions all over the world. Helping to facilitate collaborative preservation projects among many countries, he has acquired a unique overview of the worldwide race against time and shortage of funds to save a substantial part of the world's library collections." *LOGOS* is published by Whurr Publishers Ltd., London.

Finding Aids, *Cont. from p. 1*
Archives and Records Administration, National Historical Publications and Records Commission, Computer Interchange of Museum Information, Cornell University, Yale University, University of Colorado at Denver, Duke University, Centre Canadien d'Architecture, OCLC, Rutgers University, University of Illinois at Chicago, Michigan State University, Virginia Commonwealth University, Library of Congress, Massachusetts Institute of Technology, Research Libraries Group, Minnesota Historical Society, Getty Art History Information Program, University of California at Los Angeles and San Diego.

More information is available from Daniel V. Pitti, Librarian for Advanced Technologies Projects, at the University of California, Berkeley, <dpitti@library.berkeley.edu>.

Requests for brochures, reports, and newsletters; orders for publications; changes in addresses; and queries about exhibits should be directed to "The Communication Program" at the Commission.

Maps, *Cont. from p. 3*
Scholarly Advisory Committee on the Preservation of the Geology Literature. A representative of the American Geophysical Union expressed an interest in participating.

GIS members indicated the importance of involving the American Geology Institute — a consortium of earth science professional organizations — in an interdisciplinary effort. Work on setting up the Scholarly Advisory Committee will continue as one of the GIS efforts for 1995.

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 76 MARCH 1995

Council on Library Resources, Commission Announce Affiliation

February 24, 1995. The Boards of Directors of the Commission on Preservation and Access and the Council on Library Resources (CLR) voted today to affiliate with one another, with the first step being a joint presidency. Deanna B. Marcum has agreed to serve as president of both organizations and has pledged to enhance their efficiency and effectiveness.

Billy E. Frye, Chairman of the Commission, and Martin M. Cummings, Chairman of the Council, announced the affiliation will be effective March 1, 1995. "We see the joint appointment as a major step in strengthening the programs of CLR and the Commission as they support and advocate the essential role of libraries in a time of changing opportunities and needs," they noted.

Both organizations are committed to helping shape the future of librarianship and the institutions that preserve and provide access to our cultural heritage, while making information available to all citizens.

Within that commitment, the Commission develops and encourages collaborative strategies for preserving and providing access to the accumulated human record. The Council assists libraries in finding cooperative solutions to problems.

A joint committee with representatives from each board has developed the framework for the affiliation, taking advantage of the unique strengths and specialties of each organization

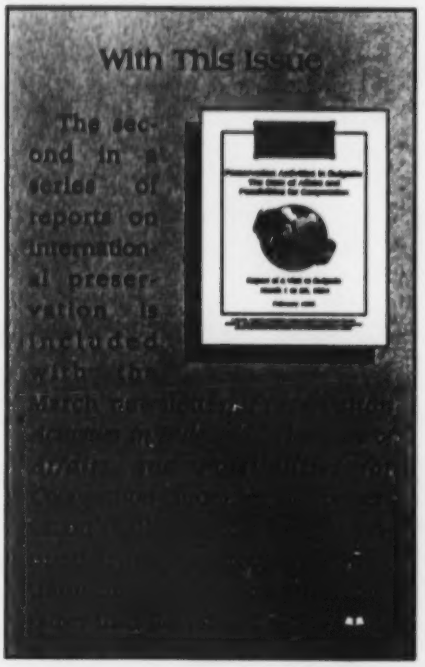
Cont. on p. 4, ***See Affiliation***

ECPA Attracts Multiple Support

The newly-formed European Commission on Preservation and Access (ECPA) has received several offers of support. Professor Pieter J.D. Drenth, President of the Royal Netherlands Academy of Arts and Sciences and Chairman of ECPA, reports that:

- The Dutch Ministry of Education, Culture, and Science has committed funds to match those allocated by the Commission on Preservation and Access in the U.S. for the initial establishment of an ECPA Secretariat;
- The same Ministry has provided some funds for travel, meetings, and program activities;
- The Council of Europe in Strasbourg has promised funds and facilities for meetings;
- The Commission of the European Union in Brussels (Directorate X) also has offered support for meeting expenses and some other activities; and
- The Royal Netherlands Academy of Arts and Sciences has offered to house the ECPA's Secretariat at the historic "Trippenhuis" in Amsterdam.

As a result of these developments, the ECPA has been invited to a two-day meeting in Amsterdam on March 17-18, 1995, to discuss the future agenda (see "Aims and Activities" of the European Commission on Preservation and Access, included as an insert to this newsletter).



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Commission Issues Papyri Contract

Experts in the field of papyri gather in Ann Arbor, Michigan, on March 4-5, 1994, to prepare a report on the best practices to use in the digital scanning and storage of papyri. Columbia University, under contract with the Commission, will coordinate the project.

The project will enable experts in a variety of fields to work together in developing agreement on the best methods for capture and storage of digital images of papyri. Scholars in many disciplines use ancient papyri texts in their work, making the preservation of this information vital to future scholarship.

It's widely anticipated that a major effort among papyrologists to digitize their papyri collections will soon occur. There are more than 100 papyri collections in the United States alone.

For more information, contact Carol A. Mandel, Deputy University Librarian, Columbia University, 535 W 114th St, New York, NY 10027; Tel: 212-854-2226; Email: <mandel@columbia.edu>.

The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington,DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407

The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Marlene K. Sim - Editor

Members Named to Archiving Task Force

Twenty-one specialists in publishing, information technology, and library and archival administration have been named to the Task Force on Archiving of Digital Information (see list below). The task force is a joint effort of the Commission and the Research Libraries Group (RLG) that was announced in the January newsletter.

The group will analyze the problems facing technology refreshment, seek solutions to them, and investigate alternatives. Not seeing its mission as solely or even primarily technology-oriented, the group also will consider intellectual, social, economic, and legal ramifications.

Task force members, who have been meeting electronically and via conference call, held their first face-to-face encounter at the American Library Association Conference in Philadelphia last month. They expect to complete an interim report by May of this year.

For more information, contact M. Stuart Lynn, Vice President for Technology, Commission on Preservation and Access; Tel: 510-548-2244; Email:<mslynn@cpa.org>.

TASK FORCE ON DIGITAL ARCHIVING

Pamela Q. C. Andre
Director
National Agricultural Library

Howard Besser
Visiting Associate Professor
School of Information and Library Studies
University of Michigan

Nancy Elkington
Assistant Director for Preservation Services
Research Libraries Group

John Garrett, Co-chair
Director, Information Resources
CNRI

Henry Gladney
Research Staff Member
IBM Almaden Research Center

Margaret Hedstrom
Chief of State Records Advisory Service
New York State Archives & Records Administration

Peter B. Hirtle
Policy and IRM Services
National Archives at College Park

Karen Hunter
Vice President & Assistant to the Chairman
Elsevier Science

Robert Kelly
Director, Journal Information Systems
American Physical Society

Diane Kresh
Director for Preservation
Library of Congress

Michael E. Lesk
Manager, Computer Science Research
Bell Communications Research

Mary Berghaus Levering
Associate Registrar for National Copyright Programs
U.S. Copyright Office
Library of Congress

Wendy Lougee
Director, Digital Library Program
University of Michigan

Clifford Lynch
Director, Library Automation
University of California

Carol Mandel
Deputy University Librarian
Columbia University

Stephen P. Mooney, Esq.
Copyright Clearance Center, Inc.

James G. Neal
Director of University Libraries
Indiana University

Ann I. Okerson
Director, Office of Scientific and Academic Publishing
Association of Research Libraries

Susan Rosenblatt
Associate University Librarian
University of California, Berkeley

Donald Waters, Co-chair
Associate University Librarian
Yale University

Stuart Weibel
Senior Research Scientist
OCLC, Inc.

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The European Commission on Preservation and Access

A European initiative to provide access to the accumulated human record as far into the future as possible

ECPA AIMS

The European Commission on Preservation and Access (ECPA) was formally constituted in Amsterdam as a non-profit foundation on 17 March 1994 "to foster, develop and support in Europe collaboration among libraries, archives and allied organisations, in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to the cultural and intellectual heritage".

The Commission's members represent five different constituencies: universities, academies and learned societies, libraries, archives, and the world of publishing. They are all eminent European scholars and/or professionals, whose concern for preservation and access issues prompt them to "think globally and act locally", to use a much-quoted but apt phrase. In other words, they are committed to promoting a European effort through the flow of information and the coordination of national or regional activities. This catalytic role is essential in raising awareness and support for a problem which threatens the accumulated human record.

The ECPA will work closely with the US Commission on Preservation and Access in Washington, D.C., as well as with relevant governmental and non-governmental agencies in Europe (e.g., the Commission of the European Communities, UNESCO, the International Federation of Library Associations, and the international Council of Archivists) and with the wide public affected by these problems.

The ECPA headquarters are located at the seat of the Royal Netherlands Academy of Arts and Sciences in Amsterdam, and it has as its first chairman, Professor Pieter J.D. Drenth, the President of the Academy. Professor Klaus-Dieter Lehmann, Director of *Die Deutsche Bibliothek* and a member of the US Commission, serves as vice-chairman.

In furtherance of its aims, the ECPA recognises that it must develop a strong programme for exploring and expanding European work in this field. It is therefore seeking funds under a variety of headings. The attached sheet sets out the areas of work which the ECPA regards as both appropriate and essential for implementing these aims.

The Royal Netherlands Academy of Arts and Sciences, Trippenhuis, Kloveniersburgwal 27,
1000 GC Amsterdam, The Netherlands
tel. +31-20-551.0771 - fax +31-20-620.4941

The European Commission on Preservation and Access

A European initiative to provide access to the accumulated human record as far into the future as possible

ECPA ACTIVITIES

The following five categories of activity have been identified by the ECPA as essential for the pursuit of its objectives:

1. Information for specialists

   - To collect, record and disseminate specialised information relating to new developments in access and preservation
   - To communicate this via various forms of publication, both conventional and electronic, and thereby interact with the specialist community.

2. Information for a wider public

   - To raise awareness, both at the governemental level and amongst the general public, of the threat posed by the deterioration of printed matter, and to draw their attention to the potential assistance offered by electronic media.
   - To promote to this end communication relating to preservation and access, both written and visual, and to seek cooperation with the media.
   - To encourage appropriate media presentations of a high standard for a general audience.

3. Consultation and coordination

   - To foster collaboration between specialists in improving methods of access and preservation.
   - To consult with a wider constituency on matters of general concern such as the implementation of standards.
   - To help institutions to avoid costly mistakes as they prepare for the future.

4. Discussion, exchange of views and training

   - To promote meetings and conferences nationally and internationally, to broaden access to expertise and to foster the exchange of knowledge required to develop appropriate training.
   - To promote the provision of courses, training materials and packages.

5. Research and development

   - More generally, to identify useful and innovative research areas, and to promote and develop new means of preservation and access.

The Royal Netherlands Academy of Arts and Sciences, Trippenhuis, Kloveniersburgwal 27,
1000 GC Amsterdam, The Netherlands
tel. +31-20-551.0771 - fax +31-20-620.4941

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HEWLETT FOUNDATION CONTINUES SUPPORT

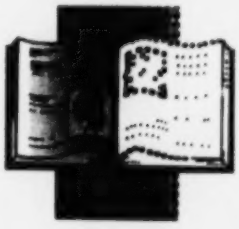
The William and Flora Hewlett Foundation, a charter supporter of the Commission in 1986, has announced the awarding of a $250,000 grant to the Commission. In addition to providing for executive support, the flexibility of the two-year grant will allow the Commission to advocate for preservation and access and to explore new initiatives in the fields of technology, science research, scholarly participation, international affairs, communications, and shared resources.

Following its original support, the Foundation awarded the Commission grants of $300,000 in 1989 and $450,000 in 1992. "The Commission is most grateful for the continuing and generous support of the Hewlett Foundation," noted Commission Board Chairman Billy E. Frye.

Digitizing at the Bibliothèque Nationale de France

By the time the Bibliothèque Nationale de France (BNF) opens its new library in 1996, it hopes to have digitized 30 million pages from 100,000 books and microforms. The library's future goal is even more ambitious: 300,000 books by the year 2000.

The purpose of the massive digitization program is to create an interdisciplinary electronic collection that will be accessible via workstations located in various departments of the new and old buildings. After the rights of all authors and publishers have been negotiated, access to the digitized collection will be provided through the French RENATER network and the INTERNET.



Mainly in French, the collection includes works in philosophy, literature, science and history of science, history and social sciences, economics, legal and political history, anthropology, and linguistics. It will largely be in bitmap format, with about 10 percent in retrievable texts drawn from databases like "Frantext" and "Trésor de la langue Française."

Initially, the BNF conceived the digitization program as a wide-scale technical experiment to complement the encyclopedic offerings that soon will be available to researchers in the new library. As the BNF's *Direction de services de Conservation* points out, "Now, an evolution is taking place; interest for digital technologies to preserve and improve access to patrimonial collections and to the items consulted most frequently by researchers is better perceived. This results partly from our work using existing microforms for digitization."

An interdepartmental working group representing technology, preservation, and collection development has been created to facilitate and monitor the goals, means, and consequences of the BNF's digitizing project.

Looking beyond an isolated collection at its own library, BNF plans to cooperate with other electronic text archives in hopes of eventually sharing electronic resources among several specialized and linked European libraries. To this end, BNF plans to collaborate with — among others — the Oxford Text Archives and the Institute for Computational Linguistics in Pisa, all within the framework of the European Union's "Memoria" project.

Permanent Paper Research Draws Interest

A proposed $2.5 million research program to study the effects of aging on printing and writing papers has drawn a high level of interest from research laboratories, paper companies, potential investors, and the preservation community.

To date, 12 organizations have committed funding and more than 19 research laboratories from around the world have submitted proposals to participate. The project will be administered by a subsidiary — Institute for Standards Research (ISR) — of the American Society for Testing and Materials (ASTM). More than 50 paper-industry officials attended a meeting on the subject at the ASTM headquarters in Philadelphia on December 8th.

At the meeting, ISR Director Kathleen Riley outlined the background and purposes of the program to potential investors. She announced a deadline of February 15, 1995, for pledges of support, with organizations that pledge $75,000 or more given the right to help ASTM officials and other sponsors select the winning bids.

Changes in papermaking technology, rules requiring the inclusion of recycled fiber, and changing world economic conditions have made the issue of the definition of permanent paper an important one for both the preservation community and the paper industry.

The most controversial compositional issue in the current standards is the maximum allowable content of lignin. Test methods to predict the effects of higher lignin content on the mechanical strength and whiteness of paper as it ages are the key objective of the research program. Investigation of paper-aging mechanisms and air-pollution effects on paper are also part of the ambitious research agenda.

Cont. on p. 4, ***See Paper Research***

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Demo Disk Available to Museums

Museums exploring the use of digital imaging for preservation and access can now obtain additional copies of the disk *Moving Axles on Pixels at Henry Ford Museum & Greenfield Village*. The Photo-CD Portfolio disk uses both images and audio to demonstrate how digital and telecommunications technologies can enhance on-site access to research collections offered by a museum.

The disk underscores the criticial role that digital technology can play in a museum's mission to promote the use of collections while insuring their long-term preservation for generations to come. It is the result of a collaboration among the Commission, the Ford Museum, the University of Michigan's Historical Center for the Health Sciences, and the Eastman Kodak Company, which is making the additional copies available.

For more information, contact Luke Gilliland-Swetland or Dennis Moser, Henry Ford Museum Greenfield Village-Research Center, P.O. Box 1970, Dearborn, MI 48121-1970; Tel: 303-271-9621; Email: <rescntr@mlc.lib.mi.us>. 🕮

Affiliation *Cont. from p. 1*

The main principles articulated are:

- The mission of each organization remains distinctive and complementary;
- A main objective is to achieve staffing and programmatic efficiency;
- The independence and responsibility of each board will be preserved;
- Each organization will retain fiscal independence and responsibility; and
- Cooperative projects will be undertaken if deemed advisable by the two boards.

Marcum noted, "The Council and the Commission have always worked closely together. The offices are in the same building, and funding comes from foundations and institutions. We need to make operations as efficient as possible so that the funds we raise can go to projects that improve users' access to needed information. I am delighted to accept the challenge of providing leadership to these two historically important and productive organizations."

Marcum's prior positions include Director of Public Service and Collection Management at the Library of Congress, Dean of the School of Library and Information Science at The Catholic University of America, and Vice President of CLR. Marcum also has served as senior consultant with Information Services Consultants, Inc; and as a management training specialist with the Association of Research Libraries. 🕮

Paper Research *Cont. from p. 3*

The planned research program addresses some of the needs identified by the Commission's Preservation Science Council, which issued its research agenda in September 1994 See newsletter for that month for details. *(Material for this article was supplied by James Reilly, scientist-member, Preservation Science Council.)* 🕮

Requests for brochures, reports, and newsletters; orders for publications; changes in addresses; and queries about exhibits should be directed to "The Communication Program" at the Commission. 🕮

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 77 APRIL 1995

New International Report Chronicles Cooperative Support of EROMM

When libraries began microfilming their holdings in the years following the Second World War, they saw it as a service to geographically distant readers. The aspect of preservation was the last, and least, motivation. Much has changed since then. Today, microfilming continues to grow in popularity worldwide as the most preferred method of preserving information printed on brittle paper.

To coordinate the preservation activities underway in many nations, records of materials already filmed must be shared. Collecting information on a national level alone is not enough. In this context, the European Register of Microform Masters (EROMM) has been created as a central database of truly international character. A new Commission report by Dr. Werner Schwartz, *The European Register of Microform Masters — Supporting International Cooperation*, provides both an historical and contemporary understanding of EROMM.

Based on a talk given in Göttingen at the annual meeting of LIBER (Ligue des Bibliothèques Européenes de Recherche) in July 1994, the report describes the development of the shared database and the importance of expansion to other nations. The author, who is Director of the Technical Department at the Niedersachsische Staats- und Universitatsbibliothek Göttingen, sees the original four nation-partners growing to as many as 30 in the near future.

The European Register of Microform Masters — Supporting International Cooperation (May 1995), by Dr. Werner Schwartz will be distributed to the Commission's mailing list. Additional copies are available, while supplies last, for $10.00 each from: Communication Program, Commission on Preservation and Access, 1400 16th Street NW Suite 740, Washington, DC 20036. Prepayment is required. Please make checks payable in US funds to: The Commission on Preservation and Access.

Lynn Continues as Vice President; To Coordinate Technology Projects

M. Stuart Lynn, who served as interim president of the Commission following Patricia Battin's retirement on July 1, 1994, now is serving the Commission in a part-time capacity as vice president. Consistent with his personal wishes, he will be based in California.

Lynn's primary responsibility is the coordination of the Digital Preservation Consortium and the Digital Archiving Task Force. He also advises on the technological aspects of contracts, publications, programs, and new initiatives.

"The Board and I are most grateful to Stuart Lynn for his willingness to serve on an interim basis pending completion of the search for a permanent president," commented Commission Board Chairman Billy E. Frye. "He has vigorously continued the Commission's programs during his tenure. We are excited that he will continue to serve in this new capacity with key responsibility for the Commission's technology-focused activities."

Deanna Marcum, newly appointed president of the Commission and the Council on Library Resources, added, "The Commission has been very fortunate to have someone with Stuart Lynn's knowledge and expertise at the helm in recent months. He has been a guiding force in digital library projects, and I am delighted he has agreed to continue in this new capacity."

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LC Provides Findings on Digital Scanning

The Library of Congress Preservation Directorate has issued a report on its findings regarding the use of gray scale digital scanning for text and illustrations.

According to a press release from the Directorate, *"Over the next several years, the Library of Congress will carry out a number of additional projects designed to address the various theoretical and practical aspects of digitizing historical collections.*

"As these projects proceed, we will seek to find the greatest synergy between work in research and work in practical applications. The goal is to make the best preservation copy while providing optimum access for various users. We look forward to sharing our findings as this work proceeds."

Information about the report — *Guidelines for Electronic Preservation of Visual Materials*, Picture Elements, Inc. — is available from Diane Nester Kresh, Director for Preservation, Phone (202) 707-5213.

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Washington,DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407

The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

Workshops on Digital Imaging for Preservation

The Cornell University Department of Preservation and Conservation has announced that it will hold four workshops between June 1995 and May 1996 to provide training in digital imaging for preservation reformatting.

The one-week programs will provide baseline training on reformatting paper- or film-based library materials, including books, serials, archives, manuscripts, graphic materials, and photographs. Primary emphases will be on the conversion process itself, the factors affecting image quality, and the use of digital imaging in a preservation context.

The workshops are designed for preservation administrators, librarians, archivists, records managers, curators, and other information professionals who are responsible for collecting, preserving, and making accessible documentary materials.

Planning is partially funded by a contract to the Commission. The contract calls for Cornell to develop a financial and management structure that will launch a training series to continue beyond the initial four events. The full cost of the workshops will come from several sources including registration fees, grant support, and sales of published training manuals derived from the course.

To be held at Cornell University in Ithaca, NY, the workshops are planned for June 12-16, 1995; August 14-18, 1995; October 9-13, 1995; and March 18-22, 1996.

More information and application procedures are available from Anne R. Kenney, Associate Director of the Department of Preservation and Conservation, or Stephen Chapman, New York State Preservation Intern, both at Olin Library, Cornell University, Ithaca, NY 14853

Rochester Institute of Technology's Technical and Education Center of the Graphic Arts and Imaging will present *Preserving Photographs in a Digital World* on August 19-25, 1995, in Rochester, NY, at the George Eastman House International Museum of Photography and Film.

The addition of digital topics for this year's seminar, updated from previous years, mirrors trends in the preservation industry. Topics include:

- identification of 19th and 20th-century image-forming processes,
- storage and display of photo collections,
- digital imaging for archival applications,
- the role of digital imaging in collection management, and
- digital reconstruction of faded color images.

"The traditional and digital components of the seminar are complementary; today's collection managers can't afford to be uninformed in either area," said James Reilly, Program Co-Chair and Director of RIT's Image Permanence Institute.

For additional information, contact Val Johnson at (716) 475-2736.

(This article was adapted from a Rochester Institute of Technology press release.)

— Lines and Line-pairs =

Believing that accuracy, albeit a bit late, is preferable to carelessness in terminology, the editor points out that references to "lines per millimeter" in the Commission's July 1993 report, *Preservation Film: Platform for Digital Access*, should actually read "line-pairs per millimeter."

As more work is conducted in hybrid environments, the importance of this distinction becomes even more meaningful. Thanks to several sharp readers for this clarification.

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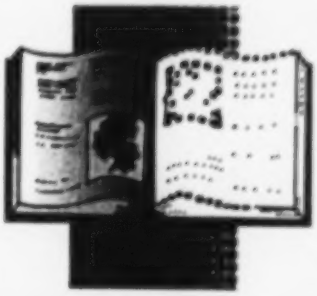
University of Tennessee Completes Scanning of Music Collection

(This article was adapted from Final Report: Galston-Busoni Digitization Project, *University of Tennessee Knoxville, Libraries, December 1, 1994, by Paula Kaufman, Dean of Libraries, and Tamara Miller and Joe Rader, Co-Principal Investigators.*

The two greatest concentrations of materials by and about the musician Ferruccio Busoni lie in the Staatsbibliothek zu Berlin and the University of Tennessee, Knoxville, (UTK) Libraries. This fact intrigues many people — whether Busoni scholars or not — and was a key factor in the selection of UTK's *Galston-Busoni Archive* for digitization under contract to the Commission.

In keeping with the donor's wishes, UTK Libraries had a vision of providing universal access to the archive via computer and telecommunications. In fact, this vision drove the development of the plan and the conduct of the project. While this original vision never was fully realized, the project acomplished two major objectives: preservation of the collection (close to 1,500 items ranging from one to 50 pages each) in digital format and education of staff on the technical process of digitization and its accompanying programmatic considerations.

The enormous diversity of type and format, and the various conditions of the materials in the collection made the *Galston-Busoni Archive* an excellent project to test the limits of the preservation and access technology.



One senses this diversity when reviewing a list of the types of materials encountered by the UTK staff: large-format and miniature orchestral and other musical scores (printed and manuscript, in ink and /or pencil), correspondence on various papers with different color inks or pencil, photographs of many sizes and qualities, postcards with photos on the front and handwritten text on the back, yellowed newspaper clippings, printed performance programs, sketches for stage design, hand-drawn sketches, and a few other oddities.

While the UTK digitization team became ever more aware of the need for careful planning at the start, it also found at the end of the project that many questions remained. How will the image database be managed? How will local and remote users access the images? What provisions will be made for meeting users' needs beyond their examining the images on a screen (i.e., printing online images)? In a sense, the digitization project raised as many questions as it answered.

A major conclusion from the project is that digitization cannot, at this time, substitute for any other form of preservation. It can, however, offer advantages and disadvantages not found in other existing forms. Thus, librarians, archivists, and other information professionals must decide what mix of technologies yields the most desirable and feasible results for preserving a given body of materials.

For more information, contact Tamara Miller or Joe Rader, University Libraries, The University of Tennessee, Knoxville, TN 37996-1000.

Penn State Libraries to Continue Scanning

A digital preservation project conducted under contract to the Commission at Pennsylvania State University has demonstrated that digital technology can effectively preserve brittle archival materials and provide enhanced and improved access. During the project, staff experimented in scanning deteriorated bound volumes, photograph negatives, and faded text documents to determine the most appropriate image-quality capture and facsimile-reproduction settings. The libraries also conducted cost studies to determine future library applications for digital scanning as a preservation and access tool.

Selected for reformatting were two highly acidic, heavily used archival collections: the *Steel Workers' Organizing Committee (SWOC) Papers* and the *Pennsylvania Agricultural County Agent Reports* collection. In total, these collections contained 328,700 documents stored in a multitude of formats and on various paper types. *(See the September 1993 newsletter for more information.)*

As described in the project's final report: *The past eighteen months can best be described as a period of intensive production scanning. The workflow procedures that were developed in early 1993 were streamlined, making the process more efficient.*

It was found that a technician could capably scan at the rate of 115 pages per hour for (unbound) similar source documents and 75 pages per hour for a file containing a variety of formatted materials.

Project results include:

1) the ability to apply digital technology to considerable format varia-

Cont. on p. 4, ***See Penn State***

Statewide Preservation Plans Funded by NHPRC

The National Historical Publications and Records Commission (NHPRC) has announced the availability of several statewide preservation plans that it has funded.

- Florida State Historical Records Advisory Board. *Historical Records Advisory Board Strategic Plan.* Tallahassee, FL: Florida State Historical Records Advisory Board, August 1994. Copies of this strategic plan are available by contacting Jim Berberich, State Coordinator, Bureau of Archives & Records Management, Department of State, The Capitol, Tallahassee, FL 32399-0250; or call (904) 487-2073.
- Michigan State Historical Records Advisory Board. *Strategies to Preserve Michigan's Historical Records.* Lansing, MI: Michigan State Historical Records Advisory Board, 1994. Copies of this plan may be obtained by writing the State Archives of Michigan, 717 W Allegan St, Lansing, MI 48918; or call (517) 373-6362.
- Oklahoma Historical Records Advisory Board. *To Save Out Past: A Strategic Plan for Preserving Oklahoma's Documentary Heritage* and *To Save Our Past: An Executive Summary of A Strategic Plan for Preserving Oklahoma's Documentary Heritage,* both June 1994. For copies of these publications, contact Thomas W. Kremm, Office of Archives and Records, Oklahoma Department of Libraries, 200 Northeast 18th St, Oklahoma City, OK 73105-3298; or call (405) 521-2502 (inside Oklahoma) or 1-800-522-8116 (outside Oklahoma).
- South Carolina State Historical Records Advisory Board. *Palmetto reflections: a plan for South Carolina's documentary heritage.* For copies of this document, contact Roy H. Tyron, State Coordinator, South Carolina Department of Archives and History, PO Box 11669, Columbia, SC 29211-1669; or call (803) 734-7914.

Penn State *Cont. from p. 3*

tions found among primary source documents,

2) the capability to create representative image documents equal or better in quality than the originals,

3) the ability to reconfigure portions of a dispersed archival collection (the SWOC materials) to create a virtual library collection while maintaining the original file integrity,

4) the capability to provide improved access features of archival materials,

5) the capability to transmit images over data networks,

6) the ability to provide print-on-demand facsimiles without loss of quality,

7) an increased understanding of the costs related to the digitization process, and

8) opportunities to report project experiences and findings to the profession at large.

As a result of project experience, the University Libraries has granted financial support to continue scanning the remaining Pennsylvania Agriculture collection files and to explore new library applications of the technology. Two exciting applications currently under consideration are creating reproductions of out-of-print materials as a new acquisition option, and scanning brittle library materials to reproduce acid-free replacement facsimiles.

Brochures and question-and-answer sheets developed as part of an exhibit display are available from the Commission.

JANET LAFRANCE
ERIC CLEARINGHOUSE, INFORMATION RESOURCES
SYRACUSE UNIVERSITY
030 HUNTINGTON HALL
SYRACUSE NY 13244-2340

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 79 MAY 1995

From the President

The Fullest Definition of Preservation

The Commission on Preservation and Access has enjoyed strong leadership since its inception. My goal is to build on the strength that I find in the organization. In 1994, the Board identified the areas of emphasis for future work, and I plan to continue with those directions, making modifications as circumstances and opportunities dictate.

The challenge for the Commission in the next few years is to incorporate the needs for digital preservation without being overtaken by them.

Long before the problem of deteriorating books has been solved, we are faced with serious new problems in the digital arena. Both are important problems if we take as our charge "to preserve and provide access to the human record." The Digital Archiving Task Force and the Digital Preservation Consortium are important and timely projects to chart the course for preservation and access in the digital world, and their results will be reported upon frequently.

But the challenges of preserving international materials, as well as the materials of many of the smaller repositories in this country, will have to be confronted in more traditional ways. The Commission must not lose sight of the fullest definition of preservation and access if it is to meet its obligations.

Over the next several months, the Board and the Commission staff will review all existing programs, consult widely with the library, archival, and education communities about their needs and requirements, and set priorities for action over the next year or two. As in the past, this newsletter will report upon the work of the Commission. For those who prefer electronic information, the Commission has established a Home Page on the World Wide Web. For updated information, consult http://www.cpa.org.

Deanna B. Marcum

Deanna B. Marcum

Chronicle Points to Agreement on Preservation During Electronic Copyright Discussions

"If there is an aspect of copyright regulation and electronic communication on which librarians and publishers can agree, it is the need to preserve old books." So begins a short article, "Electronic Rescue of Old Books Gains Support," by Robert Jacobson in the March 10, 1995, issue of *The Chronicle of Higher Education*. Both copyright owners and users "endorse using electronic methods to save vulnerable books in print," according to the article, which cites an appeal for rescuing brittle books by M. Stuart Lynn, Commission vice-president for technology, during a recent federally sponsored meeting. (Also see "No Copying," by Jacobson, in the same issue.)

New Internet Access through CAUSE

In January 1994, the Commission announced it had granted permission to make its publications available in electronic form to CAUSE (The Association for Managing and Using Information Technology in Higher Education). CAUSE has just announced the availability of selected Commission publications through its Gopher or Web servers:

- CAUSE Gopher
  gopher://cause-gopher.colorado.edu
- CAUSE World Wide Web
  http://cause-www.colorado.edu

A more complete collection of Commission documents is maintained at CoOL (Conservation Online) at Stanford University.

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Paper Splitting Tested in Germany

The International Program translated this article into English to acquaint readers with recent tests of paper-splitting as a preservation technique. Both mechanical wet treatment and hand splitting paper activities have been practiced at the Regional Center in Leipzig, the University Library of Jena, and the provisional central state restoration workshop in Tübingen for years. The project is one part of a comprehensive national plan to improve the state of collections by providing better organizational and material conditions. Activities in Leipzig are focused on individual and large-scale restoration, mass deacidification, care and maintenance of the collections, and microfilming.

by Dr. Hartmut Weber

From Archiv-Nachrichten (No. 9, December 1994)
Newsletter of the State Archive Office, Baden-Württemberg

In the race against the inexorably spreading, insidious paper decay, the possibilities of saving endangered books and documents in time have increased after all. In cooperation with the *Deutsche Bücherei* in Leipzig, the *Landesarchivdirektion* of Baden-Württemberg has promoted the development of a paper splitting machine which has been in the process of proving itself for several weeks in a test phase in the City of Leipzig.

Already in 1989, before the fall of the Berlin Wall, the cooperation between Saxony and Baden-Württemberg had been agreed upon in order to realize the bold idea of Dr. Wolfgang Wächter, Chief Restorer in Leipzig, to mechanize paper splitting.

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Washington,DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407

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Deanna B. Marcum - President
Maxine K. Sitts - Editor

In the paper splitting process paper with a thickness of only a fraction of one millimeter is separated into a front and back side, in order to glue an exactly fitting, very firm and very thin reinforcing paper in between. Thus, damaged or brittle paper regains its original stability without any alteration to the paper surfaces; even the watermarks remain visible. The paper splitting process is an effective restoration method in the core of the paper, where damaging factors such as acids or wood pulp exert their destructive influence. Even when other methods such as deacidification and resizing fail, paper splitting can still be used as a safe, mechanical reinforcement method.

Paper splitting, known since the year 1848, has so far been a labor intensive manual restoration technique and thus also very expensive. While procedures based on the division of labor are used in Leipzig, at the University Library in Jena and in the provisional central state restoration workshop in Tübingen, in order to increase productivity, there was no way around a paper splitting procedure by machine in order to efficiently treat the incredibly large amounts of damaged papers.

What at first seemed impossible became reality: a machine, 2 meters high and more than 6 meters long, performs the difficult work of paper splitting, glues the reinforcing paper in between, presses and dries, and will in the future also automatically release and cut the paper. This will be achieved by means of an enzyme treatment that will separate the split and reinforced paper from the carrier. Sponsored by the Federal Minister for Research and Technology, the machine was designed and built by *Becker Verfahrenstechnik* (an engineering company) in Korb in the Rems Valley. The prototype is now being tested in the *Zentrum für Bucherhaltung* (Center for Book Preservation) in Leipzig. Another device will be operated at the *Institut für die Erhaltung von Archiv- und Bibliotheksgut der Landesarchivdirektion* (Institute for the Preservation of Archive and Library Material of the State Archive Office). Within the framework of the 1986 State restoration program, preparations are underway to establish in Ludwigsburg laboratories and workrooms that will service preservation and conservation needs of libraries and archives in Baden-Württemberg. The facility will be operational in the fall of 1995.

With this machine, Saxonian inventiveness combined with Swabian resourcefulness revolutionized paper restoration: in future it will be possible to save thousands of pages of damaged books or documents from certain decay in one work day. The Saxons and Swabians have thus righted what their fellow countrymen of previous generations caused: it was, after all the Saxonian Keller and the Swabian Voelter who, 150 years ago, contributed to a large degree to the global paper decay with their invention of paper manufacturing by means of inexpensive wood pulp.

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Joint Testimony Supports The National Endowment for the Humanities

Since 1988, when Congress first approved funding for the National Endowment for the Humanities' Brittle Books program, the Commission has cooperated with the National Humanities Alliance and the Association of Research Libraries in providing annual testimony before Congress in support of the Endowment's preservation programs. With much at stake this year, the three organizations were allowed an opportunity to provide four pages of written testimony to House and Senate subcommittees.

Statement On Fiscal Year 1996 Appropriations for the National Endowment for the Humanities
Prepared for The Interior Subcommittee of the U.S. Senate and
The Subcommittee on the Interior and Related Agencies, Committee on Appropriations,
U.S. House of Representatives
March 31, 1995

The National Humanities Alliance, Association of Research Libraries, and Commission on Preservation and Access appreciate the opportunity to provide this written testimony on the preservation programs of the National Endowment for the Humanities for the House FY'96 appropriations record. This testimony was prepared by Patricia Battin, the founder and first president of the Commission until her retirement June 30, 1994. Ms. Battin was one of the initial proponents of the 20-year Brittle Books program managed by NEH's Division of Preservation and Access.

In October 1988, President Ronald Reagan signed a Fiscal Year 1989 appropriation bill increasing the budget of the NEH Office of Preservation to $12.5 million. This action effectively created the nationwide preservation program that uses modest funds to stimulate cooperation and resources to intelligently preserve and provide access to our nation's endangered intellectual heritage. During the past seven years, the NEH-managed program has become a model for nations around the world.

In an extraordinary partnership with libraries, archives, private foundations, publishers and international agencies, NEH has conceived and now coordinates an unprecedented battle against the crumbling acidic paper that threatens our recorded knowledge stored in libraries and archives. The track record of the Endowment's preservation efforts is impressive. As one example, after the first seven years of the 20-year Brittle Books program, accomplishments are right on target with our 1988 projections: Some 660,000 embrittled volumes are preserved or undergoing preservation. With a 33 percent cost-sharing requirement, 70 institutions are participating, from small archives and colleges to large research consortiums.

Preservation programs are not entitlement programs. All institutions applying for grants must go through a rigorous review process and provide one-third of the project's funding. As reported by NEH, since the establishment of the Office of Preservation (now Division of Preservation and Access) in 1986, projects supported by the Endowment have leveraged over $6.4 million in gifts. Moreover, in FY1994, grants generated a level of cost-sharing totaling $19.4 million, equaling 84 percent of the Endowment's investment of federal funds.

The design of the Endowment's coordinated series of programs recognizes the fact that our nation's libraries and archives are not distributed evenly throughout the 50 states, ruling out the efficacy of a block-grant approach. The Division of Preservation and Access, for example, provides grants for statewide planning that enable each state to design a preservation program most suitable for its specific circumstances within the context of the national effort. In 1994, NEH was helping support preservation projects within 156 institutions and humanities organizations in 40 states and the District of Columbia.

Brittle Books

Only federal stimulus could make possible such a cooperative, sustained, and massive salvation effort as the Brittle Books program. Prior to 1988, the library and archival profession had repeatedly sounded the alarm, but to little avail. Millions of books were crumbling and turning to dust on shelves in libraries and archives. Scientific research had determined the cause of the decay: Acidic-based paper had been introduced in the mid-nineteenth century to respond to the demand for books and journals fueled by the spread of literacy and the growth of American scholarship. So-called "slow fires" triggered by the acids in the paper were breaking down the cellulose fibers that give paper its structural strength.

Surveys confirmed that nearly 80 million books in North American libraries were threatened with such destruction. Of that number, 12 million were unique titles requiring high-priority preservation. Not only were books endangered, but also maps, music scores, archival records, and other paper-based materials. By 1987 it had become unhappily evident that the individual efforts of the Library of Congress and large research libraries to preserve their collections were simply inadequate to the challenge.

Since our intellectual heritage belongs to all of us, it seemed eminently reasonable that the national interest required a federal response with judiciously determined priorities, coordinated leadership, and shared expenditures of public and private funds. The bold vision of Congress in October 1988 in recognizing the appropriate role of the federal government to help individual institutions preserve distinctive collections for the benefit of all citizens is amply documented by the NEH's record of achievement since that time.

The Brittle Books program is an outstanding example of the use of federal funding to support the national interest in which the whole is far greater than the sum of the parts. The program was carefully crafted not only to preserve the holdings in our nation's libraries but to make them accessible to all citizens in ways that were not possible before.

The massive preservation microfilming program carries a set of rigorous conditions: 1) filming that meets stringent technical standards; 2) a master negative, a print master, and a service copy for the institution; 3) entering the record into a national bibliographic database; 4) a commitment to provide interlibrary loan or film copies at cost to any requester; and 5) permanent storage in environmental conditions meeting nationally accepted standards. It also stretches preservation dollars by requiring that institutions concentrate on materials of the highest priority and that they avoid duplicating previous preservation efforts.

Newspapers

Newspapers represent the most widely used set of materials for learning about our history, both for scholarly studies and for individual citizens wishing to understand their own genealogical, ethnic, and local histories. Like books, newspapers are printed on self-destructing paper. Because newspaper titles may be scattered throughout a state, cost-effective preservation is even more difficult than for books. Again, the challenge has required national stimulus and coordination by NEH. Some states did preserve newspaper holdings prior to 1982, but many could not afford a systematic approach, and none provided comprehensive bibliographic access to their collections. Since it was launched in 1982, the NEH U.S. Newspaper Program has involved all 50 states, Puerto Rico, and the Virgin Islands. Half of these states have completed their projects. When current projects conclude, 54 million pages of disintegrating newsprint will have been microfilmed, and bibliographic records for 224,000 newspaper titles will be accessible to the general public. Under this program, microfilm copies of newspaper are available to anyone anywhere in the country through interlibrary loan. And each state project produces a newspaper bibliography to ensure full access to all citizens.

Education and Research

Education remains a high priority need for librarians and archivists as they manage an increasing array of preservation activities. In 1994, an NEH grant to the University of Texas at Austin helped support the only graduate training program in library and archival administration and conservation that focuses on preservation of library and archival materials. Another grant supported staff training in book repair techniques to help 40 libraries preserve continuing access to circulating collections. Among grant recipients were the Universities of Washington and Utah and the University of California at Berkeley. An estimated 150 supervisory staff of libraries will receive training in management of preservation microfilming projects, thanks to another 1994 grant to the Northeast Document Conservation Center, Andover, MA. And an award to the Southeastern Library Network will provide education and training services in Alabama, Georgia, Kentucky, Tennessee, Louisiana, Mississippi, North Carolina, South Carolina, Virginia and Florida.

As we continue with established methods of preserving and providing access to materials, the preservation community also is investigating how to make the best use of digital technologies for preserving and providing access to humanities materials. Cornell and Yale Universities have received NEH grants to help establish national guidelines for the interchange of microfilmed and digitized materials within a preservation environment. The Endowment's support for such activities is crucial at a time when no single institution has enough resources to conduct research and development projects.

We must ensure that emerging technologies are used to provide enhanced access to the humanities to an even broader population of citizens. We also are concerned that humanities materials created with new technologies can be safely preserved for long-term reference. Both of these goals — enhanced access and preservation of digital formats — require new efforts. We welcome a proposed special initiative of NEH — Technology and the Humanities — to be implemented in 1996. Building on its past research, NEH would support projects that (1) apply electronic technologies to teaching the humanities at all levels of the educational system, (2) digitize texts, documents, images, and sound records, to constitute a digital library of humanities resources, and (3) expand public access to the humanities through technology and telecommunications. These activities are absolutely essential to this nation's education, preservation, and research efforts.

International Influence

In 1988, we were primarily concerned with saving the contents of American libraries. We didn't foresee the remarkable impact of the Congressional initiative on the international scene. The example of NEH leadership over the past seven years has resonated beyond our national boundaries and stimulated the governments of other nations— large and small, developed and emerging— to take similar actions. The wisdom of that vision has been recognized again and again as other governments have used the American experience as a model in organizing their own preservation programs. As a consequence, the international community is sharing with us the enormous effort to save and make accessible the fragile memory of the world. This coordinated international effort — patterned after the NEH program — provides our schools and libraries with needed intellectual resources from around the world with minimum cost and redundancy.

While developing its "Memory of the World" program, UNESCO has built upon the Endowment's preservation experience. UNESCO has contracted with IFLA (the International Federation of Library Associations and Institutions) to develop general guidelines for safeguarding the documentary heritage, a "world list" of library collections that have suffered damage since 1900, and a "world list" of current activities aimed at safeguarding the documentary heritage. Most recently, the new European Commission on Preservation and Access representing eight countries (with more to come), has issued its statement of aims and objectives that contributes to the preservation goals of the Endowment and pledges to work with the U.S. in ensuring the preservation of the published and documentary record.

"Slow Fires," the documentary film on preservation funded by NEH was a hit on U.S. public television when released in 1987. It has since been televised in Belgium and Portugal and been viewed by administrators of national and regional libraries in China, France, Great Britain, Belgium, Portugal, Germany, Switzerland, Czechoslovakia, Guatemala, Nicaragua, El Salvador, Costa Rica and Peru. It has been translated into Russian, Chinese, French, Portuguese and Spanish. And it has sparked worldwide preservation activity, funded by others, that is salvaging materials of importance to U.S. students, teachers, and researchers.

In Conclusion

The Endowment's preservation activities provide Congress with an ongoing success story of public money wisely spent, leveraging resources nationally and internationally. What was conceived and promised by the Endowment in 1988 is being delivered by the Endowment (together with supporting institutions) in 1995.

Success to date, however, is predicated on a long-term view. The Brittle Books program, a 20-year effort to save three million volumes, is only 25 percent complete. The network forged by the Endowment — institutions that are sharing costs and working cooperatively for the benefit of all — is poised to deliver the remaining portion of the promised volumes by their due date and to expand their collaborative preservation activities under the able leadership of the NEH. The 104th Congress has the historic opportunity to continue the legacy so wisely established by its predecessors, so that our children and grandchildren can know and understand their heritage.

Excerpts from the Statement of Sheldon Hackney, *Chairman, National Endowment for the Humanities, before the Education, Arts, and Humanities Subcommittee of the Labor and Human Resources Committee of the United States Senate, March 2, 1995.*

... "Our purpose is as important as it is simple. We help to preserve our cultural heritage and strengthen our understanding of it — without that we do not know who we are. We promote citizenship grounded in an appreciation of our fundamental principles — without that we would not know where we should be going. We ensure that the humanities belong to all Americans regardless of how much they make or where they live — without that our democracy would not endure....

..."Since joining the Endowment, I have been consistently impressed with the high standards upheld by NEH, by the excellence of our programs, and the quality and dedication of our staff. During the thirty years of NEH's existence, operating on one-ten-thousandth of the federal budget, we have awarded more than 51,000 grants to scholars, filmmakers, preservationists, educators, State Humanities Councils, libraries, teacher training institutes, and museums to advance the quality and the reach of the humanities....

... "Through the United States Newspaper Program, the NEH is helping to locate, catalog, and preserve by microfilming a vital part of our national history that would otherwise be lost to deterioration. By the time current projects end, this program will have microfilmed 54 million pages of disintegrating newsprint. NEH support is also saving three million brittle books by funding their microfilming over a twenty-year period. Microfilming these newspapers and books will make them available to Americans all across the country for a long time to come....

..."The National Endowment for the Humanities is dedicated to nurturing the wisdom of the nation's citizens. No American should be left out of the humanities. That we reach so many with so few federal dollars is a tribute to the ingenuity of our grantees and to the eagerness of the American people to participate in the humanities...." 🕮

USC Libraries Complete Study of Digital Photographic Archives

The University of Southern California Libraries have completed an implementation plan for a combined preservation and delivery system for a fully cataloged photographic collection, developed under contract to the Commission. As part of the study, the University Libraries and the Computing Center digitized a photographic collection containing about 23,000 images that document development of the Los Angeles region from 1860 to 1960.

One of the activities of the USC project, "Perceived Interface & Output Requirements," was reported upon in the March 1994 Commission newsletter. That study, based on interviews with several dozen university faculty and library staff, found that an electronic image delivery system would be used by faculty from various disciplines for both research and instruction. A digital image delivery system was perceived to have three advantages: convenience of access, speed of access and search, and individual user control.

USC's digital preservation model states that decisions concerning the preservation of original photographic records by digital means must be subjective based on careful evaluation of a number of factors. The model reviews factors USC investigated to determine appropriate scanning parameters.

For more information, contact John Waiblinger, Assistant University Librarian for Scholarly Technology & Information Systems, USC Library, Los Angeles, CA 90089-0182 or Email: waibling@calvin.usc.edu. 🕮

Annual Meetings of Historians, Publishers Include Preservation and Access Demos

Members of the Organization of American Historians and the National Council on Public History provided the Commission with their perspectives on digital imaging as a preservation technique during their combined annual meeting in Washington, DC. Scholars and faculty saw demonstrations of full-color images from the Smithsonian Institution Libraries digitized by Luna Imaging, Inc.

The annual meeting of the Association of American Publishers - Professional / Scholarly Publishing Division, also in DC, focused its exhibit area on new technologies. Staff from Project Muse, the online journal initiative of the Johns Hopkins University Libraries and Press, demonstrated their software at the Commission booth.

These were the final events in an 18-month series funded by the H.W. Wilson and Gladys Krieble Delmas Foundations. 🕮

Dance, Preservation, and Access: "That which is saved is that which is valued."

Adapted from a description of the American Dance Legacy Institute by Carolyn Adams in the Winter 1995 issue of Afterimages. *Ms. Adams, a former principal dancer with the Paul Taylor Company (1965-1982), has most recently been named Curator of the American Dance Legacy Institute.*

The Commission's Preservation Science Council last year identified videotape, used to record dance, as a major concern for those responsible for preserving and providing long-term access to our cultural heritage. The Commission and the National Media Laboratory, St. Paul, MN, are developing a joint publication on the preservation and long-term storage of magnetic media.

———— • ————

... Preservation is about performance, access, and the distillation of quintessential meaning over time. As we, as a profession, ponder the imperiled state of our field, it behooves us, I think, to consider the nature of preservation within the broader context of a legacy.

The American Dance Legacy Institute was established to provide all Americans with the opportunity to practice, enjoy, and participate in the art of dance. This indigenous artform provides a kaleidoscopic view of diverse American traditions. As a discipline, it provides both methodology and transferable skills and though historically less accessible to the general public than other arts disciplines, it is one of the most effective means of achieving communication and human understanding....

The process through which the Institute will provide services and foster activities will create the framework for preservation. Materials will be both generated and documented. The next generation of dance artists and dance audiences will have helped create those materials while learning the skills of the future. The great dance artists of our time will gain unprecedented access to their students and their audiences because of the many levels at which they can now communicate, and because the window of access has been both widened and prolonged. The Dance Legacy Institute derives its name from the principle which guides its mission:

"That which is saved is that which is valued. That which is valued is that which is known and shared. Access, communication, and the sharing of resources provide a solid foundation for the building of relationships and the stabilization of communities. Our lives are secured and enriched to the degree that we invest and participate in the process of creating, protecting, and improving those lives."

For more information, contact the Institute at Box 1897, Providence, RI 02912. E-mail: dance_leg@brown.edu.

Requests for brochures, reports, and newsletters; orders for publications; changes in addresses; and queries about exhibits should be directed to "The Communication Program" at the Commission.

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Washington, DC 20036-2217

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 80 JUNE 1995

National Digital Library Federation Agreement Signed

Leaders of fifteen of the nation's largest research libraries and archives and the Commission on Preservation and Access signed an agreement on May 1, 1995, that pledges collaboration toward the establishment of a National Digital Library Federation. At the signing held at Harvard University, the founding members of the Federation collectively responsible for hundreds of millions of cultural, scholarly and historical resources agreed to cooperate on defining what must be done to bring together from across the nation and beyond digitized materials that will be made accessible to students, scholars, and citizens everywhere, and that document the building and dynamics of United States heritage and cultures.

A primary goal of the Federation is the implementation of a distributed, open digital library accessible across the global Internet. The library will consist of collections expanding over time in number and scope to be created from the conversion to digital form of documents contained in founding member and other libraries and archives, and from the incorporation of holdings already in electronic form.

In support of that goal, the Federation will establish a collaborative management structure, develop a coordinated funding strategy, and formulate selection guidelines to ensure conformance to the general theme of U.S. heritage and culture. The Federation also will adopt common standards and best practices to ensure full informational capture and guarantee universal accessibility. The agreement recognizes and acknowledges the important leadership role that the Library of Congress has played in raising as a national issue the need for such a digital library.

The first phase of the Federation's work will be completed in six months. During that time, a sub-group coordinated by the Commission and composed of senior members of the staffs of the founding institutions will develop an action plan to address, among other issues, funding strategies and the involvement of additional institutions, both large and small. This newsletter will report regularly on developments.

The Agreement and list of its signers are included with this newsletter.

Task Force Receives Delmas Foundation Grant

The Gladys Krieble Delmas Foundation has awarded a grant of $10,000 in support of the work of the Digital Archiving Task Force, a joint project of the Commission and the Research Libraries Group (see January and March 1995 newsletters). The group, co-chaired by Don Waters, Associate University Librarian of Yale University, and John Garrett, Director of Information Resources at the Corporation for National Research Initiatives, was formed in response to the growing concern about how digital information will be preserved for the future.

The task force is investigating the archiving of digital information, taking into account organizational, legal and economic issues. The task force will widely circulate an interim report among librarians, archivists, curators, technologists, and relevant government and private sector organizations for comment. A final report is scheduled for completion by late summer, 1995.

For more information on either the Federation or the Task Force, contact M. Stuart Lynn, Vice President for Technology, (510) 548-2244; email mslynn@cpa.org.

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AMIGOS Announces Seminar Acceptances

The following individuals have been selected to participate in the third Preservation Management Seminar for College Libraries designed for staff with part-time responsibilities for preservation. This year, the seminar is being managed by the AMIGOS Preservation Service, Dallas, TX. Developed originally by the Commission's College Libraries Committee (CLC), the training session has been offered every two years in a different part of the nation. This year, the July 9-17 event is to be held at St. John's College, Santa Fe.

Participants selected to attend include three international librarians sponsored by the Commission's International Program. One U.S. participant was selected by the CLC to receive free tuition.

The CLC and the SOLINET Preservation Program (Atlanta, GA) jointly planned and conducted the first seminar, and the second seminar was managed by SOLINET. Serving as lead instructor this year is Lisa Fox, who led the first two seminars. The program will focus on the administrative aspects of preservation activities, recognizing that each department within a library has a responsibility to help ensure enduring access to scholarly resources.

Accepted participants as of May 15, 1995:

Brad Cole, *Northern Arizona University*
Mary Sieminski, *Clark University*
Jami Peele, *Kenyon College*
Carrie Marsh, *The Claremont Colleges*
Mary Chalker, *Memorial University of Newfoundland*
Cecilia Aros Hunter, *Texas A&M - Kingsville*
Mary Wilson Stewart, *James Madison University*
Sarah Bryan, *University of Central Arkansas*
Sandra Harris, *Linda Hall Library*
Josephine Igbeka, *University of Ibadan, Nigeria*
Alexandra Dipchikova, *National Library of Bulgaria*
Ramón Sánchez Chapellin, *National Library of Venezuela*
Galina Kislovskaya, *Library of Foreign Literature, Moscow*

A few more applicants can be considered, according to Tom Clareson, Preservation Service Manager at AMIGOS. For more information, contact him at 1-800-843-8482.

The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington,DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407
WWW Home Page: http://www.cpa.org

The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

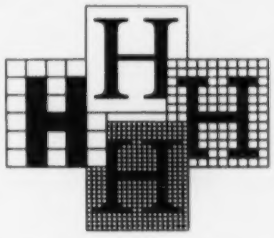
The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

New Report Explores Digital Resolution for Replacing Text Materials

In *Tutorial: Digital Resolution Requirements for Replacing Text-Based Material: Methods for Benchmarking Image Quality*, authors Anne R. Kenney and Stephen Chapman propose a way to estimate resolution requirements for the digital conversion of texts. This 22-page illustrated tutorial is an outgrowth of work at the Cornell University Library Department of Preservation and Conservation.

Digital conversion presents a number of challenges. What kinds of scanning techniques does one choose for documents selected for digital preservation? For instance, the choice of how many dots per inch (dpi) will depend on the nature of the material being digitized. How does one assess the level of resolution needed to reproduce all significant detail? Kenney and Chapman propose the use of the Digital Quality Index formula to help determine resolution requirements for a wide range of documents and different scanning systems.



The tutorial begins with a discussion of the attributes of documents selected for preservation. These fall into four categories: text/line art; halftone; continuous tone; and mixed. Scanning methodologies, compression techniques, and visual inspection requirements are then covered.

The report suggests guidelines for scanning source documents such as monographs, serials, agency records, manuscripts, and halftone and continuous tone images. It concludes with recommendations to institutions contemplating the use of digital technology to convert paper and film-based material. Charts, tables, and figures accompany the text throughout.

• • •

Tutorial: Digital Resolution Requirements for Replacing Text-Based Material: Methods for Benchmarking Image Quality (April 1995, 22-pages, ISBN 887334-38-6) is available for $10.00 (prepayment by check only, U.S. funds). Commission sponsors receive publications at no charge.

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AMERICA'S HERITAGE

Mission and Goals for a National Digital Library Federation

We, the undersigned, agree to collaborate towards the establishment of a National Digital Library Federation. The Federation's mission is to bring together – from across the nation and beyond – digitized materials that will be made accessible to students, scholars, and citizens everywhere, and that document the building and dynamics of America's heritage and cultures.

We have as our goals:

The implementation of a distributed, open digital library conforming to the overall theme and accessible across the global Internet. This library shall consist of collections – expanding over time in number and scope – to be created from the conversion to digital form of documents contained in our and other libraries and archives, and from the incorporation of holdings already in electronic form.

- The establishment of a collaborative management structure to coordinate and guide the implementation and ongoing maintenance of the digital library; to set policy regarding participation, funding, development and access; to encourage and facilitate broad involvement; and to address issues of policy and practice that may inhibit full citizen access.

- The development of a coordinated funding strategy that addresses the need for support from both public and private sources to provide the means to launch initiatives at our and other institutions.

- The formation of selection guidelines that will ensure conformance to the general theme, while remaining sufficiently flexible and open-ended to accommodate local initiatives and projects; and to ensure that the digital library comprises a significant and large corpus of materials.

- The adoption of common standards and best practices to ensure full informational capture; to guarantee universal accessibility and interchangeability; to simplify retrieval and navigation; and to facilitate archivability and enduring access.

- The involvement of leaders in government, education, and the private sector to address issues of network policy and practice that may inhibit full citizen access.

- The establishment of an ongoing and comprehensive evaluation program to study:

  – how scholars and other researchers, students of all levels, and citizens everywhere make use of the digital library for research, learning, discovery, and collaboration;

  – how such usage compares with that of traditional libraries and other sources of information;

  – how digital libraries affect the mission, economics, staffing, and organization of libraries and other institutions; and

  – how to design systems to encourage access by individuals representing a broad spectrum of interests.

To these ends, we agree to establish a task force, to be coordinated by the Commission on Preservation and Access, composed of senior members of the staffs of the undersigned founding institutions. The task force will over the next 3 months develop a draft of a phased plan to accomplish these goals, and report back to the undersigned. A final plan will be produced in 6 months. This plan will also address involvement of institutions that are not initial members of the Federation.

We recognize and acknowledge the important leadership role that the Library of Congress has played in raising as a national issue the need for such a national digital library; and in recognizing the need for a broadly collaborative undertaking that brings together the expertise, collections, and capabilities of many institutions.

We understand that the accomplishment of the above goals raises significant issues of policy, funding, organization, scholarship, technology, and law, and will require the participation of many institutions of government, business, and education if the project is to be successful. We pledge that we and our staffs will work together to address these issues and to nurture such participation.

This statement is made in recognition of our common belief that problems and issues inhibiting the formation of digital libraries are best resolved through collaborative practical activity rather than through further theoretical discussion. The time is now ripe to establish a national digital library of sufficient size, scope, and complexity to support a meaningful test of the effect of distributed digital libraries on equitable access, on learning and scholarship, and on the economics and organization of libraries.

Signed, May 1, 1995:

Scott Bennett
University Librarian,
Yale University

James H. Billington
Librarian of Congress,
The Library of Congress

Nancy Cline
Dean of University Libraries,
Pennsylvania State University

Richard De Gennaro,
Roy E. Larsen Librarian of Harvard College,
Harvard University

Joan I. Gotwals
Vice Provost and Director of Libraries,
Emory University

Paula Kaufman
Dean of Libraries,
University of Tennessee

Michael A. Keller,
University Librarian and Director of
Academic Information Resources,
Stanford University

Nancy S. Klath
Acting University Librarian,
Princeton University

Paul LeClerc
President,
The New York Public Library

Peter Lyman
University Librarian,
University of California, Berkeley

Deanna B. Marcum
President,
Commission on Preservation and Access

Trudy Huskamp Peterson
Acting Archivist of the United States,
National Archives and Records Administration

Donald E. Riggs
Dean of the University Library,
University of Michigan

Alain Seznec
University Librarian,
Cornell University

Lynn F. Sipe
Acting Director of the University Libraries,
University of Southern California

Elaine Sloan
Vice President for Information\Services
and University Librarian,
Columbia University

Finding Aid Project Working Toward Consensus

The Berkeley Finding Aid Project began as a collaborative endeavor to test the feasibility and desirability of developing an encoding standard for archive, museum, and library finding aids (see February 1995 newsletter). Initial funding came from the Department of Education Higher Education Act Title IIA Research and Demonstration program (October 1993-September 1995). ArborText (Ann Arbor, MI) and Electronic Book Technologies (Providence, RI) have provided additional support in the form of software grants.

In April 1995, the Commission funded a conference on the project at the University of California, Berkeley. The purpose of the conference, attended by about 50 representatives of special collections, archives, libraries, and museums, was to build a consensus to advance the encoding scheme developed in the project from a "prototype standard" to "working standard." A working standard is employed by a broad cross section of the community on an experimental basis in order to acquire the experience necessary for developing the standard.

Concurrent with archive and library community experimentation, a working group funded by The Bentley Historical Library Research Fellowship Program for Study of Modern Archives will develop encoding standard design and development criteria, engage in a detailed critique of the finding aid data model and encoding scheme, and assist in revising the encoding scheme into a viable proposal for a standard..

According to Daniel Pitti, Librarian for Advanced Technology Projects at Berkeley, "the object of the Berkeley Finding Aid Project was not to create a standard for finding aids, but to demonstrate the desirability and feasibility of such a standard by creating and implementing a prototype. A cross section of the archival community has indicated to us that we have accomplished this limited goal. We now hope that the experimental database being created will provide the community the experience it needs to understand what is possible in the digital environment, and, building on this understanding, to engage in an informed debate on just exactly what kind of standard it wants."

A complete report on the project is being developed for distribution by the Commission. Another result of the conference is a new listserv, FINDAID, which has three purposes, according to Pitti. First it provides an open, community forum for those experimenting with the prototype SGML-based prototype encoding standard for archive and library finding aids developed by the project. Second, it provides information for those in the archive and library community who are not actively experimenting with the encoding scheme but who are interested in observing the discussion. Finally, it serves as a means for those involved in the encoding scheme development to gather information from the community and to disseminate information to it for evaluation and response. Those participating in this endeavor recognize that standards are the work of communities working through recognized bodies.

Questions about FINDAID may be directed to: Daniel Pitti, Librarian for Advanced Technologies Projects, The Library, University of California, Berkeley. Email: pittid@library.berkeley.edu.

What are Appropriate Standards for the Indoor Environment?

A Symposium on The Indoor Environment scheduled for Friday, June 23, 1995, is one part of a series of 1995 Summer Programs at the Conservation Center of the Institute of Fine Arts, New York University. Among the invited speakers are three scientists from the Commission's Preservation Science Council: James Druzik of the Getty Conservation Institute; Don Sebera, Consultant; and James Reilly of the Image Permanence Institute. An announcement of the event follows:

Containing facilities costs and optimizing the cost-effectiveness of conserving collections are urgent priorities for museums, libraries, and archives as their budgets remain static or shrink.

Policy and budget decisions have sometimes been based on received wisdom in the absence of quantified observational or laboratory evidence. Now, however, significant research is providing a better basis for quantifying the effects of different environmental parameters on different kinds of collections, and new tools based on this research are available to help conservators, architects, engineers, and facilities managers determine the optimum balance of collections conservation and energy conservation.

The NYU symposium will present the latest findings in these areas by the people who are undertaking research, creating environmental management tools, and applying them to major cultural facilities.

The symposium is on the final day of a Conservation Center Seminar on The Indoor Environment to be presented by Norbert S. Baer and Paul N. Banks.

For further information, contact: Conservation Center of the Institute of Fine Arts, New York University, 14 East 78th Street, New York, NY 10021. Telephone: (212)772-5848. Email: sass@is2.nyu.edu.

Notes about the Newsletter

Newsletter Number 78 does not exist. The April 1995 newsletter is Number 77, and the May newsletter is Number 79. Our apologies to readers who are claiming a "missing" issue.

Beginning this year, we will be issuing a combined July-August newsletter, rather than individual newsletters each month. This change means that ten newsletters will be issued each calendar year. We have always issued a combined November-December issue.

Reading of Interest

- **"Ten Years of Preservation in New York State: The Comprehensive Research Libraries," by Janet Gertz, in *Library Resource and Technical Services*, V.39, n.2 (April 1995).**
  The NYS Program for the Conservation and Preservation of Library Research Materials has disbursed over $15 million for the preservation of research materials since its founding in 1984. This article describes grants to the 11 comprehensive research libraries covering a wide range of preservation activities. Publisher: Association for Library Collections and Technical Services, American Library Association, Chicago, IL.

- **The Spring 1995 issue of *Council Update, a Dispatch from the National Institute for the Conservation of Cultural Property.***
  Includes an article, "Will conservation and preservation funding withstand the tempest on Capitol Hill?" along with several articles of interest to the preservation and access community. Contact: NIC, 3299 K Street NW, Suite 602, Washington, DC 20007.

The Commission lends displays and provides handouts that inform others about the importance of preservation and access. Organizations interested in displays and materials can request an application form and brochure from the Communication Program at the address listed in the box on page two.

13244-2340

JANET LAFRANCE
ERIC CLEARINGHOUSE, INFORMATION RESOURCES
SYRACUSE UNIVERSITY
030 HUNTINGTON HALL
SYRACUSE NY 13244-2340

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 81 JULY – AUGUST 1995

Commission Elects Two Board Members

A university librarian and a provost have accepted invitations to join the Commission Board of Directors. Unanimously elected during the May 1995 board meeting were Elaine F. Sloane, Vice President for Information Services & University Librarian, Columbia University; and Stanley A. Chodorow, Provost of the University of Pennsylvania.

Elaine Sloane has served Columbia in her current capacity since 1988. She previously was the Dean of University Libraries at Indiana University and the Associate University Librarian for Public Service at the University of California. Sloane has held the position of President of the Association of Research Libraries (ARL) and has been an active member of ARL, the American Library Association, and the Association of College and Research Libraries. She holds an MLS and Ph.D. in Library and Information Science from the University of Maryland.

Chodorow is the University of Pennsylvania's Chief Academic Officer. In this role, he is responsible for the conduct, coordination, and quality of the University's academic programs and for their future development, including undergraduate and graduate education. Before assuming his current position, Dr. Chodorow was the Associate Vice Chancellor for Academic Planning and Dean of Arts and Humanities at the University of California at San Diego. A noted medieval historian, he continues to teach and do research, and has been honored three times for teaching excellence. Dr. Chodorow studied government at Cornell University, where he received his doctorate.

The new members will be welcomed at the annual meeting November 30, 1995. At that time, Millicent Abell, a founding member of the Commission who recently retired as University Librarian at Yale University, will be honored upon her retirement from the Board.

NHA Update: National Endowment for the Humanities

Circumstances are changing daily regarding the status and funding of the National Endowment for the Humanities (NEH), with the one constant being the grave danger to its continued existence, according to the National Humanities Alliance (NHA). In an urgent and unusual move, the NHA Board voted at its June meeting to issue a special call to its members to emphasize the "dire situation at hand" regarding the future of the Endowment.

"The demise of the NEH and 30 years of growth in scholarship, research, and preservation could happen in the very near future if we further neglect the important role each of us can play," according to the NHA statement included with this newsletter. The Alliance is asking that individuals make a special effort to contact their representatives in Congress to stress the need for appropriations for NEH. Particulars of this call for action are included with this newsletter, and more information is available from the Alliance office in Washington, DC.

Preservation Science Research

Report on Magnetic Media Interprets Industry Knowledge

A joint report from the Commission and the National Media Laboratory (NML), St. Paul, MN, helps clarify long-term storage requirements for magnetic media and provides guidance on how to care for these media to maximize their life expectancies. ***Magnetic Tape Storage and Handling – A Guide for Libraries and Archives***, by John Van Bogart, was developed as part of the Commission's Preservation Science Research initiative, which encourages new techniques and technologies to manage chemical deterioration in library and archival collections.

The 34-page report is more than a how-to guide. The author, who is Principal Investigator for Media Stability

Cont. on p. 4, ***See Magnetic Media***

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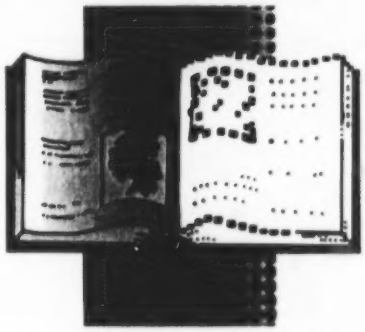
News of The National Digital Library Federation and Digital Archiving Task Force

The **National Digital Library Federation (NDLF)** Planning Task Force is gathering information to move ahead with the implementation of a distributed, open digital library accessible on the Internet. (See the June 1995 newsletter for more background.) At a June 13 meeting, task force members focused on how to involve additional libraries, both large and small, and on what the scope of a national digital library should be. The meeting was chaired by Deanna Marcum, president of the Commission, who recalled that the NDLF evolved from informal discussions among institutions conducting Commission-funded digital projects. Concerns about the implications of digital initiatives for a range of library operations and services had motivated these institutions, known as the Digital Preservation Consortium, to consider what would be needed to create a virtual digital library in which digitized resources from any one institution would be available to all other libraries and their users.



Task force members agreed that their aspirations are to connect work that is done locally to what others are doing and to maintain local collections, but also to be able to point to related resources and services at other institutions and to emphasize the principles of common architecture and interoperability. The group focused on what is required to manage the process of building a digital library, and how to discover what must be known about digital libraries to move forward successfully.

The central feature of a national digital library that needs to be tested, the group agreed, is distributed access. They also explored the attributes of collections for addition to a national digital library. The task force will be requesting briefings from knowledgeable people on key issues that have arisen in other digital library projects. The group also will discuss with their staffs the kinds of questions and issues they believe to be important, including:

- Infrastructure components that need to be tested;
- Institutional priorities for content to be added to a digital library;
- Inventory of capital and competencies of each institution;
- Recommended criteria for a World Wide Web page;
- URL's for digital collections that have been completed;
- Suggestions for topical meetings that need to be held before planning can be completed.

Marcum will convene the group again in September. In the meanwhile, the Commission will explore ways to include more institutions.

Members of the NDLF Planning Task Force are: Anthony Angiletta,Stanford University; Jean Aroeste, Princeton University; Ross Atkinson, Cornell University; Lynn Bellardo, National Archives; Mark Brown, University of Southern California; Selden Deemer, Emory University; Dale Flecker, Harvard University; Heike Kordish, New York Public Library; Wendy Lougee, University of Michigan; Carol Mandel, Columbia University; Joe C. Rader, University of Tennessee; Sue Rosenblatt, University of California,

Cont. on p. 4, ***See NDLF***

The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington,DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407

The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

College Libraries Committee Conducting Preservation Survey

The College Libraries Committee (CLC) has distributed a four-page survey on preservation activities to approximately 200 colleges listed as liberal arts I and II or comprehensive I and II in the Carnegie classification and members of the Oberlin Group. Responses will help plan future projects.

The survey asks for information about preservation priorities, funding, staffing, collection assessment, environmental conditions, and institutional preservation needs and concerns. Individual institutional anonymity will be strictly observed, but general survey results will be summarized and distributed in the fall of 1995. Coordinating the survey are committee members Michael Haeuser, Librarian, Gustavus Adolphus College, and Victoria Hanawalt, Librarian, Reed College.

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The NHA National Humanities Alliance

MEMORANDUM

TO: NHA Members
FR: John Hammer and Cuc Vu
DT: June 6, 1995
RE: NEH Appropriations Campaign: An Urgent Request for Action

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MESSAGE

The message at this juncture in the campaign is APPROPRIATIONS. Although reauthorization bills have been introduced in both the Senate and the House, the endowments remain without formal authorization. Therefore, we urgently need communication from the field and from fellow legislators to urge the chairmen of the House and Senate Interior Appropriations Subcommittees to put adequate money into bills for the humanities endowment.

THE PROBLEM

The NHA Board is concerned that humanities advocates in the field do not adequately comprehend the dire situation at hand. The demise of the NEH and 30 years of growth in scholarship, research, and preservation could happen in the very near future (by the end of September 1995 at the latest) if we further neglect the important role each of us can play. We absolutely need our grassroots to contact their members of Congress, and we need to make that contact today. There is no time to waste.

For a variety of reasons, the humanities endowment faces grave danger and we need your active support now. Every member of the House and Senate Appropriations Committee is involved, but the key is the subcommittee chair in both the House and the Senate: Congressman Ralph Regula (R-OH 16th) and Senator Slade Gorton (R-WA).

WHAT YOU CAN DO

We need your help to influence Mr. Regula and Mr. Gorton. They are critical because they offer the markup for the NEH in their respective subcommittees. As chairmen of the appropriations subcommittees, their proposed marks carry great weight, and a chairman's mark is very hard to change once it's been offered. Moreover, as oft been repeated, since the endowments are not formally authorized, the chairmen are not obligated to mark any money. (In the House, funds may be deleted by floor action but will be easier to restore if originally included). Mr. Regula and Mr. Gorton also face the daunting task of producing significant cuts to the entire interior appropriations bill. For example, Mr. Regula must chop approximately $850 million from the President's request for FY96 for all interior programs.

Our objectives are the same for both houses:

(1) Get members of the House and Senate Interior Appropriations subcommittees to urge their subcommittee chairs to adequately support the NEH budget;
(2) Get all the subcommittee members themselves to cast their vote in support of the humanities endowment.

21 Dupont Circle, NW
Washington, DC 20036

TEL: 202/296-4994 – FAX: 202/872-0884

To achieve these objectives, the NHA Board suggested adopting the following campaigns.

Mr. Regula: A Telephone Campaign

We have provided a list of schools in the congressional districts of each Republican and Democrat member of Mr. Regula's subcommittee. Of course, we want to communicate with our Democratic friends as well, but we ask you to focus on the Republican members because we think Mr. Regula is more interested in the concerns of his Republican colleagues.

Please study the list of education institutions and see if you have past or present governing board members from those institutions who are likely to lend their active support, that is, people who will make immediate calls or personal visits to the members in question. Again, we want to focus on Mr. Regula firstly and his Republican colleagues secondly.

Convey this message to your Representative:

(1) **The NEH is an important agency for the American people. It is an investment in our children and families and schools, and it promotes good citizenship, preservation of our cultural heritage, and access to cultural programs for Americans in socio-economically-disadvantaged rural and urban areas.**

(2) **I recognize that cuts to the budget of the humanities endowment are inevitable, but my purpose is to ensure the endowment's survival. Thus, I urge you to fund the humanities endowment as close to FY95 levels as possible ($177 million without rescission cuts). This is the best way to keep the endowment alive.**

If you communicate with a Republican member, be sure to send a copy of your communication to the chairman, Mr. Regula. If you speak with a Democratic member, communication should be cc'ed to the ranking minority member, Congressman Sidney Yates. (See attached list for phone numbers and mailing addresses for members of the House Interior Appropriations Subcommittee). NHA would also appreciate receiving copies of your communication.

Mr. Gorton: A Dear Colleague Campaign

We have heard from several sources, including Mr. Gorton's staffer who covers NEH issues, that pro-NEH letters from the field will not sway Mr. Gorton's critical position of the humanities endowment. Letters from his Republican Senate colleagues, particularly from members who sit on his Interior Appropriations Subcommittee, are much more likely to influence him. Hence, we need our grassroots to contact their Senators and ask their Senators to write a "Dear Colleague" letter to Senator Gorton, urging him to fund the NEH as close to FY95 levels as possible. As you know, this is the same message we are sending to Mr. Regula. It is critical because there is a real chance that Mr. Gorton will follow the Senate Budget chairman's (Pete Domenici [R-NM]) proposed mark for the NEH at 50% below FY95 levels.

Another possible avenue to Mr. Gorton is communication from Mr. Gorton's constituents outside of Seattle, for Mr. Gorton sees himself as a voice for people outside of metropolitan Seattle. To that extent, it would also be helpful to identify friends and colleagues at institutions in less urban Washington areas, particularly those located in Eastern Washington.

As mentioned above, letters to Republican members of Mr. Gorton's subcommittee should also be cc'ed to Mr. Gorton. Be sure to forward to Mr. Byrd copies of letters to Democratic subcommittee members. (See attached lists for phone numbers and mailing addresses for the Senate Interior Appropriations Subcommittee). Please also keep NHA informed by forwarding copies of your communication to either John Hammer or Cuc Vu at 21 Dupont Circle, NW, Suite 800, Washington, DC 20036.

TIMELINE

In the House, the time frame is so short that we need NHA members to telephone their individual members immediately and urge their individual members to contact their Representatives by phone, fax, or in person. Most offices are also linked to the Internet. Fax numbers and e-mail addresses may be requested from each office. The legislative pace under the new majority in the House has been moving along as quickly as an express locomotive, so we cannot afford leisurely letters. Please make those contacts and phone calls to your Representatives today.

The Senate's less frenzied pace allows for letter writing, but because we are trying to generate dear colleague letters from other Senators to Senator Gorton, which promises to take some time, it's a good idea to act as soon as possible.

Lists of relevant committees and subcommittees and profiles of interior appropriations subcommittee members are available upon request from Cuc Vu at the NHA office.

National Humanities Alliance
21 Dupont Circle, NW
Washington, DC 20036
(202)296-4994
FAX (202)872-0884

CONGRESSIONAL ACTIVITY TIMETABLE - 104th CONGRESS, 1st Session (1995)

Congressional deliberations on the FY 96 budget and yearly appropriations and reauthorization of the NEA, NEH and IMS are expected to continue throughout the spring and summer and may last well into fall. Predicting the exact timing of congressional action is always a difficult task and this year is especially challenging. The following schedule attempts to provide general guideposts for congressional activity.

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE/ JULY	AUGUST	SEPT/ OCTOBER
HOUSE	APPROPRIATION: Interior Appropriations Subcomm. holds hearings on funding for the Endowments.	APPROPRIATION: Appropriations Comm. passes rescission bill deleting funds to gov't. agencies and programs. NEA & NEH are cut $5 million each. APPROPRIATION: Interior Appropriations Subcomm. holds hearings on FY 96 funding for NEA/NEH/IMS.	RESCISSION: House passes rescission bill cutting $5 million each from NEA & NEH. Amendment to cut an additional $10 million from NEA is defeated after representatives are inundated by calls and letters from arts supporters. APPROPRIATION: Interior Appropriations Subcomm. holds hearings on NEA/NEH/IMS funding.	APPROPRIATION: Interior Appropriations Subcomm. holds hearings on NEA funding. Recess from April 8 - 30.	RESCISSION: House issues final rescission bill from conference. NEA/NEH cuts remain at $5 million. REAUTHORIZATION: House Economic and Educational Opportunities Comm. passes NEA/NEH/IMS reauthorization that drastically cuts funding and phases out the NEA & NEH in 3 years. BUDGET: Budget Comm. unveils a budget resolution that calls for the elimination of NEA & NEH. Recess from May 29 - June 2.	REAUTHORIZATION: Authorization bill outlining spending levels goes to House floor for a vote. After final passage this legislation must be reconciled with the Senate's NEA/NEH/IMS authorization bill and then passed a final time. APPROPRIATION: Meanwhile, the Appropriations Comm. takes into account the authorization figures (but is not bound by them) and sets the funding amounts for NEA/NEH/IMS. The legislation is sent to the House floor for a vote. BUDGET: Floor action expected on Budget resolution. Recess scheduled - July 3-9.	Recess scheduled from August 7 - September 6.	APPROPRIATION: Conferences with Senate on final FY 96 appropriation levels for cultural agencies. BUDGET: Floor action expected on Budget Reconciliation. House adjourns until January 1996.
SENATE	REAUTHORIZATION: Labor & Human Resources Comm. holds hearings on Endowments reauthorization.	REAUTHORIZATION: Education, Arts & Humanities Subcomm. holds hearings on NEA reauthorization.	APPROPRIATION: Interior Appropriations Subcomm. holds hearings on FY 96 funding for NEA/NEH/IMS. REAUTHORIZATION: Education, Arts & Humanities Subcomm. holds hearings on NEH/IMS reauthorization.	RESCISSION: Senate passes rescission bill cutting $5 million each from the NEA & NEH. This version differs from the House bill necessitating a conference committee to resolve the differences. Recess from April 8 - 23.	RESCISSION: Senate issues final rescission bill from conference. NEA/NEH cuts remain at $5 million. BUDGET: Budget Comm. releases a 7-year budget plan that cuts the NEA and NEH by 50% in FY 96. Recess from May 29 - June 2.	REAUTHORIZATION: Authorization bill is introduced and passed by the Senate Labor & Human Resources Comm. The legislation is then sent to the Senate floor for passage and then is reconciled with the House bill in a conference. The final legislation produced by the conference must again be passed by both the House and Senate. It may be different from the original legislation. APPROPRIATION: In the meantime, the Senate Appropriations Comm. takes into account the authorization figures (but again is not bound by them) and sets the final funding level for NEA/NEH/IMS. Note: this funding level may be totally different from House figures. BUDGET: Floor action expected on Budget resolution. Recess scheduled - July 3-9.	Recess scheduled from August 7 - September 6.	APPROPRIATION: Conferences with House on final FY 96 appropriation levels for cultural agencies. BUDGET: Floor action expected on Budget Reconciliation. Senate adjourns until January 1996.
ADMINI-STRATION		BUDGET: Administration introduces budget containing small increases for NEA, NEH and IMS indicating support for federal cultural funding.			RESCISSION: President Clinton threatens to veto final rescission bill, delaying final passage.	REAUTHORIZATION: President Clinton signs reauthorization bill into law. (Possibly later).		9/30/95 - Fiscal Year 1995 ends. 10/1/95 - Fiscal Year 1996 begins. APPROPRIATION: President Clinton signs appropriation bill into law. BUDGET: President signs budget reconciliation into law.

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Commission Board Acknowledges First Sponsor Pledges

The Board of Directors has expressed its thanks to the first 22 insitutions that have pledged sponsorship of Commission activities and programs for the next three years. The Board is contacting — in stages — universities, colleges, publishers, and allied organizations, both current and potential sponsors. The decision to target additional sponsors reflects the increasing number of institutions involved in the preservation and access agenda. Billy E. Frye, Chairman of the Board, points out that "our independent stance enables the Commission to act quickly and effectively as a catalyst and coordinator at local, national, and international levels."

In acknowledging the importance of a broad base of sponsorship, Deanna Marcum, president of the Commission, states, "We are all too aware of the difficult financial pressures facing institutions of higher education and the painful necessity to balance short-term local needs and long-term, cooperative objectives. We appreciate your willingness to commit scarce resources to our cooperative effort to transmit our intellectual heritage to those who follow us."

The recent appointment of Marcum to the joint presidency of the Commission and the Council on Library Resources is seen by the Board as "a major step in strengthening the programs of the Commission as it supports and advocates the essential role of libraries in a time of changing opportunities and needs.

A Sponsor Brochure that describes programs and activities is available from the Commission.

Sponsors

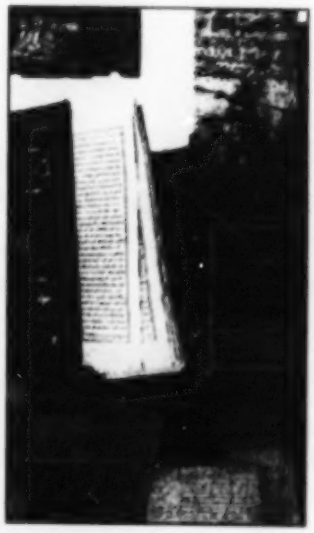
Association of American Publishers
University of California, Davis
University of California, Los Angeles
Columbia University
Cornell University
Harvard University
Johns Hopkins University
Miami University
University of Minnesota
National Agricultural Library
National Library of Medicine
Northwestern University
Pennsylvania State University
Princeton University
Smithsonian Institution Libraries
Southern Methodist University
Stanford University
University of Southern California
University of Tennessee
University of Texas at Austin
University of Washington
Yale University

- updated June 20, 1995

International Program Report

UNESCO "Memory of the World" Continues Plans

UNESCO has moved ahead to develop a vast and ambitious program entitled "Memory of the World," which intends to both safeguard and promote awareness of the endangered world documentary heritage. As described in the Commission's April 1994 newsletter, the program expects to build a listing of documentary heritage of world significance in a "Memory of the World" Register that will call attention to deteriorating collections and assist in obtaining funds from governments and sponsors.



There is common ground between "Memory of the World" and recent initiatives in the U.S. and elsewhere. For example, with its emphasis on the use of digital technology to provide access to and assist in the preservation of deteriorating collections, "Memory of the World" fosters a growing body of documents in digital form. In addition, many U.S. institutions are involved with preservation projects abroad.

A second meeting of the Advisory Committee for the program was held in Paris in early May 1995. Even at this early stage, UNESCO had received more than 30 proposals for a very wide variety of projects. Examples include protection of the written cultural heritage of the Aegean Archipelago; a pilot project to safeguard archives of the Patmos Monastery; preservation of and access to the documentary cultural heritage of Albania; preservation of Tamil palm-leaf manuscripts; conservation of Sanskrit manuscripts in Tibet; a Vietnam pictorial heritage project, safeguarding of Perso-Tajik and other Oriental manuscripts, and many others.

It is expected that the program's register of documentary heritage will be created at regional, national, and international levels. The "General Guidelines to Safeguard Documentary Heritage," which formed the basis for discussion at the May meeting, will be published later this year and distributed widely in all UNESCO official languages. Pieter Drenth, Chairman of the new European Commission on

Cont. on p. 4, See UNESCO

***NDLF** Cont. from p. 2*

Berkeley; Gloriana St. Clair, Pennsylvania State University; Winston Tabb, Library of Congress; Don Waters, Yale University; Deanna Marcum (chair), Commission on Preservation and Access.

The initial draft report of the **Digital Archiving Task Force (DATF)** — which is intended to draw comments and suggestions — is due for wide release in July 1995. The report will be available through several listserves and World Wide Web sites on the Internet and also will be distributed by mail. Comments on the drafts are to be sent to either one of the DATF co-chairs before November 30, 1995, when the task force will be reconvened to draft the final version. Co-chairs are:

John Garrett,CNRI
jgarrett@cnri.reston.va.us
Donald Waters, Yale University
donald.waters@yale.edu

The Commission and the Research Libraries Group created the DATF in December 1994 to investigate the means of ensuring continued access indefinitely into the future of records stored in digital electronic form. (See January and March 1995 newsletters for background.) The group is composed of individuals drawn from industry, archives and libraries, publishers, scholarly societies, and intellectual property specialists. 🕮

***Magnetic Media** Cont. from p. 1*

Studies at NML, provides the rationale behind recommended procedures — useful information for cost-benefit analyses and management decision-making. An extensive knowledge base from industry, together with media stability studies conducted by the NML for the U.S. Government data recording community, provide the basis for recommendations.

NML
NATIONAL MEDIA LAB

The report covers what can go wrong with magnetic media, how to prevent information loss, magnetic media life expectancies, and how to prevent magnetic tape from degrading prematurely. Figures and tables are used throughout the text to illustrate points and provide guidelines. Magnetic tape is considered within the broader context of other media, including paper and film. The author also discusses analog versus digital storage issues and the importance of environmental conditions for archival storage. Appendices include an industry guide to care and handling of magnetic tape, a glossary, and a short reading list. 🕮

Magnetic Tape Storage and Handling A Guide for Libraries and Archives (34 pages, June 1995) is available for $10.00 from the Commission on Preservation and Access, 1400 16th Street NW, Suite 740, Washington, DC 20036-2217. Prepayment is required, with checks in U.S. funds made payable to "The Commission on Preservation and Access." Commission sponsors receive all publications at no charge.

***UNESCO** Cont. from p. 3*

Preservation and Access, was one of the attendees, along with representatives of foundations and non-governmental organizations. Although the U.S. is not a member of UNESCO, the participation of the Commission from the U.S. also has been welcomed by the program's coordinators. 🕮

— Hans Rütimann,
International Program Officer

JANET LAFRANCE
ERIC CLEARINGHOUSE, INFORMATION RESOURCES
SYRACUSE UNIVERSITY
030 HUNTINGTON HALL
SYRACUSE NY 13244-2340

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 82 SEPTEMBER 1995

International Program Reports on Priorities in Latin America

A new International Program series report, *Preservation Priorities in Latin America*, by Dr. Dan C. Hazen, provides background and rationale for an increasing number of preservation and access activities in Latin America. The report is based on presentations and conversations from the August 1994 International Federation of Library Associations and Institutions meeting in Havana in August 1994. At that time, the Commission contracted with Hazen, Librarian for Latin America, Spain, and Portugal, Harvard College Libraries, to meet there with as many library leaders as possible. The goal was to gather information on the possibilities and capabilities for preservation programs in that part of the globe. The librarians' reflections reveal, once again, that preservation on an international scale cannot simply consist of uncritically extending approaches used by developed nations to other countries and regions.

The report concludes that the high-priority needs are training, current knowledge and literature, and improved storage environments. Secondary needs include reformatting and bibliographic control and connectivity through new technologies. The

Cont. on p. 5, ***See Latin America***

College Libraries Committee to Explore Scanning; Welcomes New Members

At a July meeting at Commission headquarters, the College Libraries Committee (CLC) identified scanning for preservation and access as a primary interest of their colleagues and decided to develop and offer a scanning institute for college library directors. The institute, tentatively scheduled as a two-day event in mid-Spring 1996 in Charleston, SC, will focus on helping college libraries benefit from and contribute to preservation and access goals within the new digital technology environment. Support for the institute comes from the Commission and the Charles E. Culpeper Foundation.

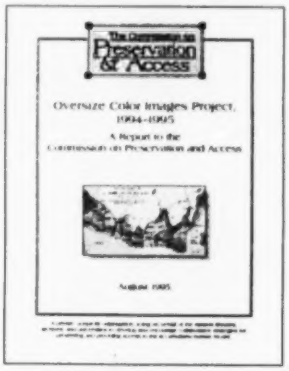
Two new members, Connie V. Dowell, College Librarian, Connecticut College, and Michael S. Freeman, Librarian of the College, Haverford College, were welcomed to the committee, which was established by the Commission in February 1989 to consider the role of college libraries in the national preservation agenda. Over the past several years, the CLC has instituted a regular library journal column about college preservation,

Cont. on p. 4, ***See CLC***

Oversize Color Images Project

Maps Successfully Scanned; Quality of Capture Outstrips Display and Access Options

A report to the Commission from Columbia University provides results of the first phase of a project to identify acceptable preservation and digital access techniques for dealing with oversize, color images associated with text. Phase I took five original brittle maps from the turn of the century, single-frame color micro-



fiche of the maps, and color transparencies of the maps, and had several vendors scan the three versions with a variety of equipment and at various resolutions. The goal was to provide a preservation-quality photographic archival copy, a digital version for online access, and paper printouts.

Cont. on p. 5, ***See Oversize Images***

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French National Assembly Considers Permanent Paper Bill

A bill is pending before the French National Assembly requiring all government documents to be printed on permanent paper. "A nation that loses its cultural heritage loses its soul," the document begins. "In French libraries, hundreds of millions of documents — books, journals, stamps, manuscripts, music scores — are dying inexorably of acidification. By its very composition, modern paper generates its own destruction: we are witnessing a slow-burning but no less veritable auto-dafé of our graphical heritage."

The bill describes the limited success - in France as elsewhere - of efforts to deacidify acidic paper. It also mentions existing standards for permanent paper and emphasizes that, produced in sufficient quantities, it need not cost more than acidic paper. The bill also points out the environmental advantages of new production processes for permanent paper. "Let us therefore not turn the page on the pleasures of turning pages," the text concludes.

This "Proposition de Loi" was introduced at the Assemblée Nationale in October 1994 by the members of the "Socialist and Affiliated Groups." In an interesting development, a group of conservative politicians introduced the identical text in December of the same year, indicating that members of both

Cont. on p. 4, ***See French***

... A coalition of moderate Republicans and Democrats took the floor to defend the agency, emphasizing NEH efforts to preserve presidential papers and decaying books ... The NEH [said one Representative] does something the private sector can't do - preserve our culture.

— "House Whittles Cultural Agencies - Slashing The NEH's Budget," *The Washington Post*, page D-1, July 19, 1995

AALL Adopts Preservation Policy

The American Association of Law Libraries (AALL), which has a history of attention to national preservation initiatives, has published a preservation policy adopted by its Executive Board. The policy includes sections on setting priorities, participation in the national preservation agenda, work with publishers and information vendors, funding and support for preservation, and structure to implement preservation goals.

From the policy:

While acknowledging that preservation is a global problem, AALL has a responsibility to concentrate first and foremost on the preservation issues facing our member libraries. The most basic goal must be the preservation of as much as possible of the Anglo-American legal materials relevant to our primary constituencies — law faculties, law students, practitioners, judges, and government agencies.

The policy can be found in Volume 26, No.5 (February 1995) *AALL Newsletter*. For more information, contact AALL, 53 West Jackson Blvd., Chicago, IL 60604.

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1400 16th Street, NW, Suite 740
Washington,DC 20036-2217
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The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

ARL Report Shows Slowing of Expansion of Preservation Programs

The steady expansion in preservation expenditures and staffing across the membership of the Association of Research Libraries (ARL) slowed significantly in 1993-94, according to recently released annual preservation statistics. Data from 115 ARL members show that while the number of programs managed by preservation administrators grew steadily from 76 in 1987-88 to 92 in 1993-94, expenditures and staffing increased only slightly in the most recent year. Preservation microfilming production, however, continued to grow, supported to a large extent by special grants and the National Endowment for the Humanities brittle books program.

Preservation expenditures in 1993-94 for the 115 reporting members were $77,674,363.

The report, *The ARL Preservation Statistics*, is available for $65 (non-members) plus $5 shipping and handling from the Association of Research Libraries, 21 Dupont Circle, Suite 800, Washington, DC 20036.

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Project Muse Receives NEH Grant for Online Journal Model

The National Endowment for the Humanities Division of Research Programs, Reference Materials Program, has awarded a grant to the Johns Hopkins University to support Project Muse, a system for electronic distribution of all of the Johns Hopkins humanities journals (currently 40). Project Muse is expected to provide a model for not-for-profit presses to convert print journals essential for research and teaching to electronic form for wide distribution. The NEH grant, which runs until the end of 1997, includes the consideration of preservation issues associated with the migration of the electronic form of journals to new hardware and software systems.

Preservation aspects of Project Muse were explored in a brochure and demonstration disk developed last year by the Milton S. Eisenhower Library and the University Press in cooperation with the Commission. The materials were used at scholarly meetings to illustrate digital alternatives for access to text and image and to underscore the importance of preserving and maintaining the original worth of scholarly materials. Hundreds of copies of the brochure and disk were provided to scholars and publishers with support from the Gladys Krieble Delmas and H.W. Wilson Foundations.

Brochures and demonstration diskettes (Mac or IBM format) remain available from the Commission. The materials describe the collaboration among the university's library, press, and computer center.

The project prototype may also be viewed on the Internet at the address http://muse.mse.jhu.edu.

Library of Congress Awards Deacidification Contract

Editor's Note: Library of Congress mass deacidification efforts have been described in several Commission newsletters, most recently in August 1994.

July 1995. In June the Library of Congress awarded a contract to Preservation Technologies, Inc. (PTI) of Glenshaw, Pennsylvania, for demonstrated application of the firm's Bookkeeper III mass deacidification process, a technology that neutralizes the acids in paper to prolong its useful life. The contract calls for PTI to treat at least 72,000 books during the next two years. The primary focus of this initiative is to ensure uniform, effective deacidification treatment of processed books and to enhance work flow, including book handling, storage, packing, and transportation procedures.

The Senate and the House appropriations Subcommittees on the Legislative Branch approved the Library's proposed action plan to begin using the new Bookkeeper deacidification technology while continuing to evaluate other methods. The Library continues to encourage other companies with deacidification technologies and operational equipment capable of being scaled up for mass treatment to come forward if their processes have the potential to meet or exceed the Library's technical requirements.

The report's full title is: (Buchanan, Sally, et al.) "An Evaluation of the Bookkeeper Mass Deacidification Process: Technical Evaluation Team Report for the Preservation Directorate, Library of Congress." Text pages (without appendices) are available on Internet by telnetting to "Marvel.loc.gov" and logging in as "Marvel." To locate the report on Marvel, select "Libraries and Publishers (Technical Services)," "Preservation at the Library of Congress," then "Mass Deacidification: Reports." Free paper-bound copies of the report (including all of the appendices not reproduced on Internet), as well as another report on the Library-developed diethyl zinc (DEZ) process, can be obtained by contacting Kenneth E. Harris, Preservation Projects Director, Preservation Directorate, Library of Congress LM-G21, Washington, D.C. 20540-4500. Phone: 202-707-1054; Fax: 202-707-3434; khar@loc.gov .

— From a press release issued by the Library of Congress

More Institutions Pledge Sponsorship

In addition to the 22 institutions highlighted in the July-August newsletter, the following institutions have pledged support for Commission activities. All sponsors are acknowledged by the Commission's Board of Directors as contributors to "our cooperative effort to transmit our intellectual heritage to those who follow us." Sponsors receive all publications at no charge. A Sponsor Brochure describing programs and activities is available from the Commission.

Sponsors

(June 21 - August 7, 1995)

Brown University

University of California, San Diego

University of Chicago

Coalition for Networked Information

Dartmouth College

Lehigh University

Library of Congress

Massachusetts Institute of Technology

New York Public Library

Ohio State University

University of Oregon

University of Toronto

NYS Library Announces Grants for Cooperative Preservation

New York State Librarian Joseph F. Shubert has announced ten grants to research libraries for cooperation in preserving endangered research materials. This year marks the tenth anniversary of the state's Conservation/Preservation Program, which has enabled libraries to preserve materials on the economic, social, cultural and educational history of New York State. In addition to helping libraries preserve irreplaceable books, maps, photographs, architectural drawings and archives, the program has supported internships, workshops, consultations and seminars which have expanded the preservation knowledge base throughout the state. Among the projects in 1995-96 are:

Preservation Reformatting of Theater Drawings and Posters

The University of Rochester Libraries and Columbia University Libraries will conduct a project to reformat New York State theater drawings and posters. Approximately 613 theater posters and drawings will be reformatted on color microfiche.

Preservation Photocopying of Oversize Ozalid Music Scores

The University of Rochester Libraries, Columbia University Libraries and Cornell University Libraries will create preservation photocopies of deteriorating oversized music scores produced by the ozalid reproduction process. The ozalid process is a photographic process used mainly for the reproduction of maps and blueprints. Unfortunately, like most photographic materials, ozalid materials proved to be very unstable and impermanent. A total of 776 scores from the three participating institutions will be photocopied ensuring continued access.

New York State Use-based Microfilming

New York University, along with Columbia University and the University of Rochester will create preservation microfilm for 1,000 brittle books identified through use. The participants will also investigate and develop a model approach to a use-driven microfilming project.

A Pilot Test of the Bookkeeper Mass Deacidification Process

The University of Rochester, Columbia University, New York University and SUNY Albany will conduct a project to evaluate the Bookkeeper mass deacidification process. The purpose of the project is to gain sufficient experience with the process to enable the participants to design a full-scale project for the comprehensive research libraries. The project will also enable the libraries to compare the Bookkeeper process with the results of the 1994 coordinated test project of the AKZO/DEZ process. In this project a total of 400 volumes will be deacidified, approximately 100 volumes from the general collections of the four participating libraries.

Enclosures and Air Pollution in Image Preservation

The University of Rochester, with the cooperation of seven other comprehensive research libraries, is conducting a three-year scientific research and development project in library preservation. The research will investigate the deleterious effects of pollutants on color and black-and-white photographic materials, especially microfilms, and test commonly available storage enclosures to determine the extent of protection afforded by each type and determine those best suited for storing various kinds of imaging materials. The Image Permanence Institute at Rochester Institute of Technology in Rochester, NY, is the prime contractor for the research.

For more information contact: Barbara Lilley, Conservation/Preservation Program Officer, New York State Library, Library Development, 10C47 Cultural Education Center, Albany, NY 12230; 518-474-6971; blilley@unix2.nysed.gov.

CLC Cont. from p. 1

developed a management training institute for college libraries, encouraged grant proposals by college libraries seeking preservation funds, investigated the use of scanning and on-demand printing services for out-of-print materials, and, most recently, conducted a survey of preservation activities and needs in college libraries. The CLC and the Commission will be distributing the results of the survey in the fall of 1995.

Two founding members, Barbara Brown, University Librarian, Washington & Lee University; and Caroline M. Coughlin, Rutgers University Library faculty, were thanked for their years of service upon their retirement from the CLC. Committee chair is Kathleen Moretto Spencer, Associate Vice President for Information Systems and Library Services, Franklin & Marshall College. Other members are: Willis E. Bridegam, Librarian of the College, Amherst College; David Cohen, Associate Provost for Academic Affairs, College of Charleston; Michael Haeuser, Head Librarian, Gustavus Adolphus College; and Victoria L. Hanawalt, College Librarian, Reed College.

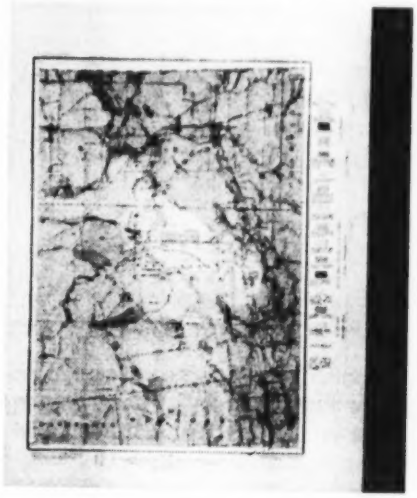
***French Cont.** from p. 2*

political parties find common ground concerning the preservation of library and archival collections. It is hoped that the Socialist and Conservative bills will be discussed by late 1995 or early 1996.

The initiative was spearheaded by the Association Sauver les Documents en Péril des Bibliothèques Françaises, a private advocacy group for the preservation of endangered collections in French libraries, archives and museums. The recent national elections will require a renewal of its groundwork addressing an entirely new executive.

Oversize Images *Cont. from p. 1*

The report, *Oversize Color Images Project*, 1994-1995, by Janet Gertz, Director for Preservation, Columbia University Libraries, is was published and distributed to the Commission mailing list during August 1995. The report concentrates primarily on resolution and display issues relevant to modern printed maps. Image quality for both capture and display, the report points out, involves many factors that are not always easy to evaluate separately. They include characteristics of the original media, characteristics of the photographic intermediaries and how they were produced, scanning and display resolution, compression, storage, display hardware, display software, and network transmission limitations.



One of five brittle maps scanned for preservation.

"Evaluation of the digital files and the highest quality printouts shows that fine details can be captured successfully from paper original, microfiche, and transparency," the report concludes. "At this time, however, the ability to capture information outstrips capacity for easy access and display with equipment [available to most users]. Therefore, the immediate online use of high-resolution files is somewhat limited. Because all printed details visible in the paper originals can be fully captured by current technology, however, re-scanning should not be needed in the future, even though access and display capacity is expected to improve in the near future."

Phases I and II of the oversize color images project are being conducted under contract to the Commission. The project management team includes representatives of Columbia's Academic Information Systems, the Libraries' Preservation Division, and the Geology Library. Phase II involves scanning preservation microfilm of the articles of which the maps are illustrations, and uniting the scanned text with the scanned illustrations online.

The full text of the final report and almost 300 images of the maps are available via Columbia's Web server, at: http://www.columbia.edu/imaging/html/largemaps/oversized.html. The print version of *Oversize Color Images Project, 1994-1995* (August 1995) is available for $10.00. Prepayment is required, with checks in U.S. funds made payable to "The Commission on Preservation and Access". Commission sponsors receive all publications at no charge.

Latin America *Cont. from p. 1*

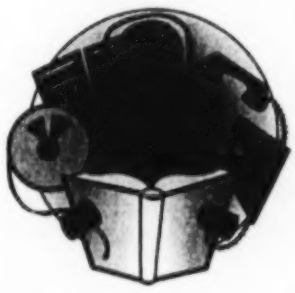
paper treats these topics in turn and then considers some of the opportunities they present. The report has been distributed to the Commission's mailing list.

Discussions of possible preservation initiatives in Latin America continue this month at the September 1995 ABINIA meeting in Mexico City. In the meantime, the Commission has developed a contract with the National Library of Venezuela for the creation of an automated register of microform masters held by Venezuelan libraries. The register will establish the capacity to receive bibliographic records of filmed items from other Latin American countries and to share these records with libraries in the United States and elsewhere.

Preservation Priorities in Latin America: A Report from the Sixtieth IFLA Meeting, Havana, Cuba (7 pages, July 1995) is available for $10.00. Prepayment is required, with checks in U.S. funds made payable to "The Commission on Preservation and Access". Commission sponsors receive all publications at no charge.

California Preservation Plan Available

The California State Library has published the state plan for the preservation of its documentary heritage. *The California Preservation Program* describes development of the cooperative preservation plan, statewide initiatives, regional and local initiatives, and implementation and evaluation plans. Appendices include responses to the state's needs assessment survey, a roster of task force members, and a glossary. California's plan was developed to be inclusive and to meet the needs of a wide variety of agencies — including libraries, archives, historical societies, records centers and other agencies, public and private, large and small — that collect and make information of all kinds publicly available for resource sharing.



Copies of the report, with historical illustrations, are available from the California State Library, Library Development and Services Bureau, Library-Courts Building, P.O. Box 942837, Sacramento, CA 94237-0001.

Challenges for Preservation and Access

"Humanists will lead the way to innovative applications of information technology in the university."

"The library must either become the facilitator of retrieval and dissemination of information or be relegated to the role of museum."

These declarations are featured in the article, "Warning: Information Technology Will Transform the University," in the Summer 1995 issue of *Issues in Science and Technology* (Volume XI, Number 4). The journal is sponsored by the National Academy of Sciences, the National Academy of Engineering, the Institute of Medicine, and the Cecil and Ida Green Center for the Study of Science and Society at the University of Texas at Dallas. The article is by William A. Wulf, AT&T Professor of Engineering and Applied Science at the University of Virginia in Charlottesville.

Some of Wulf's reflections:

—"Science will not be where we see the most dramatic impact. I say that despite a recent study (in which I participated) by the National Research Council that paints an expansive image of the transformation of scientific research. I believe that a more dramatic transformation is about to shake the foundations of scholarship in the liberal arts. Humanists will lead the way to innovative applications of the information technology in the university...."

—"One of the profound changes in store for libraries is that parts of their collection will be software agents collecting, organizing, relating, and summarizing on behalf of their human authors. They will "spontaneously" become deeper, richer, and more useful."

How will these and other perceptions of the future be addressed by the preservation and access community?

FOR ADDRESS CHANGES AND CORRECTIONS

To correct or change your address, contact Vanessa Lee Mueller at the Commission by FAX (202-939-3407), email (vmueller@cpa.org) or letter. Include both your old and new addresses if you are requesting a change. If you do not wish to receive this newsletter, provide your complete address with your request to be removed from the mailing list.

Erratum

Incoming Commission Board member **Elaine Sloan** was most gracious about the misspelling of her name in the July-August 1995 newsletter. The editors have corrected the error in the online version of the newsletter and in archival versions maintained by the Commission. Others passing on the news of her election are asked to note the correct spelling above.

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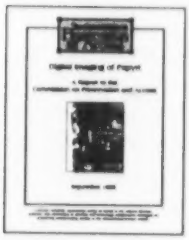
The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 83 OCTOBER 1995

Scholars Explore Digitization for Access to Papyri



Hitherto, the study of papyri has been significantly limited. Because of their fragile and fragmentary condition, papyri pose significant preservation challenges. Equally challenging is gaining research access to papyri since collections, even single documents in fragments, are scattered internationally. Until now scholars unable to visit collections have had to choose between photographs (prohibitively expensive) or published papyri (which precludes seeing the original text). The use of digitization to help overcome these difficulties is explored in *Digital Imaging of Papyri* by Roger Bagnall, Professor of Classics and History, Columbia University, a report prepared under contract to the Commission.

Digital imaging provides an opportunity to create a world-wide virtual library of images, freeing scholars and students everywhere to study relevant papyri in any collection. A digital library of this magnitude would encourage wider use of papyrological texts in study and teaching about the ancient world and greatly improve the quality of research.

Digital Imaging of Papyri was prepared with the assistance of participants in the Advanced Papyrological Information System (APIS) and other

Cont. on p. 4, ***See Papyri***

Report Proposes Options for Scholarly Involvement

A new Commission report — *Difficult Choices: How Can Scholars Help Save Endangered Research Resources?* — caps a seven-year initiative that has had as its goal the recruitment and formation of scholarly committees to investigate the state of decay and preservation of collections within their separate disciplines. The report concludes that a preferred option is for the Commission to work with scholarly associations to take leadership responsibility for preserving materials of priority importance for their fields, expanding the deliberations to include materials that should have priority for digitization.

The Commission began to investigate strategies for preservation selection in 1988. By 1995, the Commission had worked with scholars in six fields, forming scholarly advisory committees in history, art history, medieval studies, modern languages and literature, philosophy, and Renaissance studies. Scholars in additional fields, including some of the sciences, also have been included through an interdisciplinary task force on the special problems of preserving research materials containing texts linked with images.

At least two broad themes emerge in the new report: the understandable reluctance of scholars to make choices because of the unpredictability of research needs, and the advisability of collaborative, cross-institutional preservation. The report proposes that scholarly associations charge existing

Cont. on p. 2, ***See Choices***

Task Force on Archiving of Digital Information Seeks Comments on Draft Report

In December 1994, the Commission and the Research Libraries Group created the Task Force on Archiving of Digital Information. The purpose of the 21-member task force is to investigate the means of ensuring "continued access indefinitely into the future of records stored in digital electronic form." (For background, see January and March 1995 newsletters.)

INSIDE THIS NEWSLETTER: The Executive Summary of the Draft Report

The task force has issued its draft report, which it considers a work in progress, and now seeks comments from the community. In the words of the task force co-chairs John Garrett and Donald Waters, "We believe that the dialogue that grows from the circulation of this draft will sharpen its content and help identify additional, practical and affordable ways to contribute to the information infrastructure."

"This is precisely the dialogue we wish to encourage, and we believe the

Cont. on p. 4, ***See Draft Report***

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... [T]he loss of the NEH ... would be a cultural tragedy for all Americans. Since it was founded in 1965, the NEH has awarded $2.9 billion in some 51,000 fellowships and grants, and its Challenge Grants program, in place since 1977, has generated more than $1.3 billion in nonfederal aid for American libraries, museums, universities and colleges. Its net of activities reaches very wide.... It funds local history centers, educational programs at all levels and the unending task of preserving millions of old documents and brittle newspapers, both physically and on microfilm.

—"Why America Shouldn't Kill Cultural Funding," by Robert Hughes, *Time* Magazine, August 1, 1995, page 67.

The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington,DC 20036-2217
(202) 939-3400
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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

National Film Preservation Strategy Released by Library of Congress

An action plan for collaborative film preservation, which culminates three years of study, is available from the Library of Congress. The plan is presented in the June 1995 report, *The National Film Preservation Plan: An Implementation Strategy*. In contrast to previous hefty reports, the new report is 12 pages in length. It lays out a timetable, possible participants, and a brief action plan for each of 30 recommendations detailed in the August 1994 document, *Redefining Film Preservation*.. Recommendations fall into three broad areas: Saving (conserving) the Film Element, Increasing Funding and Fostering Partnerships, and Expanding Public Access and Outreach.

The national plan was mandated by Public Law 102-307 (the National Film Preservation Act of 1992), which directed the Librarian of Congress, in consultation with members of his advisory National Film Preservation Board, to conduct a study on the current state of film preservation activities and to design a national plan to improve these efforts and guarantee the survival of our film heritage. After two public hearings and analysis of hundreds of statements from the film community, the Board listed among its major conclusions:

- Fewer than 20 percent of feature films from the 1920s survive in complete form.

For all those who love film, the unquestionable duty becomes ensuring that surviving — and future — films will...forever remain a living part of the American Memory, secure for the public's education and enjoyment.

—From The National Film Preservation Plan: An Implementation Strategy, June 1995, Library of Congress

- Many lost American films can be found only in foreign archives.
- Funding for film preservation programs has fallen to half its 1980 level when adjusted for inflation.

The National Film Preservation Plan: An Implementation Strategy (June 1995) is available at no charge from: Stephen Leggett, Motion Picture Division, Library of Congress, Washington, DC 20540.

Choices *Cont. from p. 1*

committees (or form new ones) to work with the Commission on preservation matters. These committees could also bear responsibility for promoting the preservation of its field's most important research materials, address the question of which library materials should have priority for digitization, and promote the creation of a register of library materials that have been or are being digitized.

In addition to the discussions noted above, the report contains appendices providing a bibliography of published preservation guidance and a list of committee membership. The report, supported by grants from the Gladys Krieble Delmas and H.W. Wilson Foundations, was prepared under contract to the Commission by Gerald George, who has served as Director of the American Association for State and Local History and Executive Director of the National Historical Publications and Records Commission.

Difficult Choices: How Can Scholars Help Save Endangered Research Resources? (28 pages, August 1995) is available for $10.00 from the Commission on Preservation and Access. Prepayment is required, with checks in US funds made payable to "The Commission on Preservation and Access." Commission sponsors receive all publications at no extra charge.

BEST COPY AVAILABLE

Preserving Digital Information
Draft Report of the Task Force on Archiving Digital Information

commissioned by

The Commission on Preservation and Access

and

The Research Libraries Group

Version 1.0

August 24, 1995

Executive Summary

In December 1994, the Commission on Preservation and Access and the Research Libraries Group created the Task Force on Digital Archiving. The purpose of the Task Force is to investigate the means of ensuring "continued access indefinitely into the future of records stored in digital electronic form." Composed of individuals drawn from industry, museums, archives and libraries, publishers, scholarly societies and government, the Task Force was charged specifically to:

- "Frame the key problems (organizational, technological, legal, economic etc.) that need to be resolved for technology refreshing to be considered an acceptable approach to ensuring continuing access to electronic digital records indefinitely into the future.
- "Define the critical issues that inhibit resolution of each identified problem.
- "For each issue, recommend actions to remove the issue from the list.
- "Consider alternatives to technology refreshing.
- "Make other generic recommendations as appropriate" (see Appendix A for the full charge).

The document before you is a work in progress resulting from the initial deliberations of the Task Force. The Task Force invites you to contribute to its final report by commenting on this work in progress (see below).

In taking up its charge, the Task Force on Archiving of Digital Information focused on materials already in digital form and recognized the need to protect against both media deterioration and technological obsolescence. It started from the premise that migration is a broader and richer concept than "refreshing" for identifying the range of options for digital preservation. Migration is a set of organized tasks designed to achieve the periodic transfer of digital materials from one hardware/software configuration to another, or from one generation of computer technology to a subsequent generation. The purpose of migration is to retain the ability to display, retrieve, manipulate and use digital information in the face of constantly changing technology. The Task Force regards migration as an essential function of digital archives.

The Task Force envisions the development of a national system of digital archives, which it defines as repositories of digital information that are collectively responsible for the long-term accessibility of the nation's social, economic, cultural and intellectual heritage instantiated in digital form. Digital archives are distinct from digital libraries in the sense that digital libraries are repositories that collect and provide access to digital information, but may or may not provide for the long-term storage and access of that information. The Task Force has deliberately taken a functional approach in these critical definitions and in its general treatment of digital preservation so as not to prejudge the question of institutional structure.

The Task Force sees repositories of digital information as held together in a national archival system primarily through the operation of two essential mechanisms. First, repositories claiming to serve an archival function must be able to prove that they are who they say they are by meeting or exceeding the standards and criteria of an independently-administered program for archival certification. Second, certified archives will have available to them a critical fail-safe mechanism. Such a mechanism, supported by organizational will, economic means and legal right, would enable a certified archival repository to exercise an aggressive rescue function to save culturally significant digital information. Without the operation of a formal certification program and a fail-safe mechanism, preservation of the nation's cultural heritage in digital form will likely be overly dependent on marketplace forces, which may value information for too short a period and without applying broader, public interest criteria.

In order to lay out the framework for digital preservation that it has envisioned, the Task Force provides an analysis of the digital landscape, including the aspects of digital information and the stakeholder interests that affect preservation. The Task Force then introduces the principle that responsibility for archiving rests fundamentally with the creator or owner of the information and that digital archives may invoke the fail-safe mechanism to protect culturally valuable information. The report explores in detail the roles and responsibilities associated with the critical functions of managing the operating environment of digital archives, strategies for migration of digital information, intellectual property, and costs and financial matters.

The report concludes with a set of recommendations for the Commission on Preservation and Access and the Research Libraries Group act as follows, either separately or together and in concert with other individuals or organizations as appropriate:

1. Solicit proposals from interested archives around the country and provide coordinating services for selected participants in a cooperative project designed to place information objects from the early digital age into trust for use by future generations.
2. Secure funding and sponsor an open competition for proposals to advance digital archives, particularly with respect to removing legal and economic barriers.
3. Foster practical experiments or demonstration projects in the archival application of technologies and services, such as transaction systems for property rights and authentication mechanisms, which promise to facilitate the preservation of the cultural record in digital form.
4. Coordinate the appropriate organizations and individuals in the development of standards, criteria and mechanisms for identifying and certifying repositories of digital information as archives.
5. Engage actively in national policy efforts to design and develop the national information infrastructure to ensure that longevity of information is an explicit goal.
6. Sponsor the development of a white paper on the foundations needed in intellectual property law to support the aggressive rescue of endangered digital information through an effective fail-safe mechanism.
7. Engage representatives of professional societies from a variety of disciplines in a series of forums designed to elicit creative thinking about the means of creating and financing digital archives of specific bodies of information.
8. Commission follow-on case studies to identify current best practices and to benchmark costs in one or more of the following areas of archiving culturally valuable digital information: (a) storage of massive quantities of information; (b) use of metadata for digital preservation; and (c) migration paths

Given the analysis in this report, its findings and recommendations, we expect that the best use of the work of the Task Force will ultimately be to heighten awareness of the seriousness of the digital preservation problem, its scope and complexity -- and its manageability. There are numerous challenges before us, but also enormous opportunities to contribute to the development of a national infrastructure that positively supports the long-term preservation of digital information.

We believe that the dialogue that grows from the circulation of this draft will sharpen its content and help identify additional, practical and affordable ways to contribute to the information infrastructure. To provide a means for you to participate in the dialogue, The Task Force listserv (archtf-l@yalevm.cis.yale.edu) is now open. You may subscribe by sending the following message to listserv@yalevm.cis.yale.edu: subscribe archtf-l. Once subscribed, you can submit your comments to the list. Otherwise, you may address your comments to either one of us. If you have comments, please communicate them to us by October 31, 1995. We expect to reconvene the Task Force shortly thereafter to draft the final report.

John Garrett (co-chair)
CNRI
jgarrett@cnri.reston.va.us

Donald Waters (co-chair)
Yale University
donald.waters@yale.edu

College Library Preservation Management Seminar Intensive and Interactive

An intensive look at preservation management concerns and solutions was the focus of the third Preservation Management Seminar for College Libraries, held July 9-17 at St. John's College in Santa Fe, NM. Sponsored by AMIGOS Bibliographic Council and the Commission's College Libraries Committee, the session gave attendees from across the U.S. and around the world an opportunity to learn about and discuss management approaches to their most pressing preservation problems. Participants consisted of Brad Cole, Northern Arizona University; Steve Dalton, Northeast Document Conservation Center; Sandra Harris, Linda Hall Library; Cecilia Hunter, Texas A & M University-Kingsville; Galina Kislovskaya, Library of Foreign Literature, Moscow; Carrie Marsh, The Claremont Colleges; Jami Peelle, Kenyon College; Ramon Sanchez Chappellin, Biblioteca Nacional de Venezuela; and Mary Sieminski, Clark University.

The faculty, led by national preservation consultant Lisa Fox, covered topics ranging from Planning and Managing a Preservation Program to Preservation Selection and Library Binding. Karen Motylewski, Director of Preservation and Conservation Studies, Graduate School of Library and Information Science, University of Texas at Austin, led sessions on the Nature of Library Materials and Environmental Control. Jane Hedberg, Serials Librarian and Preservation Administrator at Wellesley College, and Tom Clareson, AMIGOS Preservation Service Manager, co-presented a day-long module on Disaster Preparedness and contributed to several other modules. Many of the evaluations mentioned the intensity level of the seminar (each day's agenda ran from 8:30 a.m. to 9:00 p.m.), but praised the level of interaction between participants and faculty, as well as the practical, analytical approach to preservation management offered throughout the seminar.

Participants' evaluation comments

"wonderfully interactive teaching style..."

"...gave me new ways to think strategically."

"Resource Notebook worth the price"

"[Met] a group of people I can continue to work with and network with in the future."

"Gave me a very solid basis for a consistent and systematic approach to preservation as one of the core functions of a library."

"I learned what I needed to learn, and received enough information to continue learning on my own."

One of the highlights of the week was an evening lecture by Kevin Donovan of Luna Imaging, Inc., Venice, CA. His discussion of management of digitization systems for preservation and access was a new component in this seminar, and it drove discussion in even more diverse directions. As one participant noted, the seminar "reinforced what I knew, expanded on that knowledge, and gave me new ways to think strategically."

— by Tom Clareson, AMIGOS Preservation Service Manager

• • •

The Preservation Management Seminar was developed by the Commission's College Libraries Committee, in cooperation with the SOLINET Preservation Program (Atlanta, GA), to provide management training for part-time preservation administrators. It has been offered by various organizations every two years in different regions of the country. The College Libraries Committee continues to serve as advisor to the seminar. 🕮

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(August 8 - September 6, 1995)

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Syracuse University

Washington University (St. Louis)

Sponsor Pledges Continuing

Several more sponsors have pledged support for Commission goals and activities in addition to those announced in the July-August and September newsletters. These institutions join with other libraries and archives that have chosen to contribute to national preservation and access initiatives working in concert with the Commission. Sponsors receive all publications at no cost. More complete information about sponsorship is available in a brochure from Commission headquarters. 🕮

National Digital Library Federation Planning Underway

The work of the National Digital Library Federation (NDLF) is advancing with the appointment of Patricia Battin as coordinator for the next six months and the support of a $100,000 planning grant from the IBM Corporation. Henry Gladney, a research scientist at IBM's Almaden facility, will provide technical assistance for a nine-month period, also with IBM Corporation support. Battin is the founding president of the Commission, and Gladney is a member of the Task Force on Archiving of Digital Information.

The NDLF was formed in May 1995 to establish the governance structure and technical infrastructure for a collaboratively managed, physically distributed, not-for-profit repository of digital information in support of instruction and research. It seeks to integrate the capabilities of digital technologies with the strengths of research libraries and institutions of higher education to provide convenient and affordable access to our intellectual and cultural heritage. More information is available in the June and July-August 1995 newsletters.

Meetings over the next several months of the directors of the 15 founding institutions and a planning task force will address many issues including: additional NDLF membership; technical infrastructure; digital library content; archival responsibilities; human resources; and governance. The planning task force has asked libraries and archives interested in NDLF participation to provide the Commission with a description of current and planned digital projects and an indication of the level of institutional support available for digital library activities.

Papyri *Cont. from p. 1*

expert consultants after a meeting in Ann Arbor, MI, in March 1995. APIS is an interinstitutional project growing out of a committee established in early 1994 by the American Society of Papyrologists to study imaging and other current technological developments and establish standards.

The new report relates the purpose and methods of the APIS study. Further, it defines archival and delivered images, discusses ways and means for capturing physical attributes of papyri and the preferred methods of capture, details technical standards and specifications, and ends with a brief discussion of quality control, migration and refreshment issues.

Digital Imaging of Papyri (8 pp., September 1995) is available for $10.00 from the Commission on Preservation and Access. Prepayment is required, with checks in US funds made payable to "The Commission on Preservation and Access." Commission sponsors receive all publications at no extra charge.

Draft report *Cont. from p. 1*

draft report supports this goal admirably," noted presidents of both organizations, James Michalko of RLG and Deanna Marcum of the Commission. The Commission and RLG are making the draft report, entitled *Preserving Digital Information*, widely available in paper and electronic form. Electronic versions are available from RLG.

FTP server:
lyra.stanford.edu/pub/ArchTF/
Web site:
http://www-rlg.stanford.edu/ArchTF/

The task force has opened a listserv to support the dialogue. Subscribe by sending the message: **subscribe archtf-l** to archtf-l@yalevm.cis.yale.edu. Once subscribed, you may add comments to the list. Otherwise, comments may be addressed to either task force co-chair, John Garrett, jgarrett@cnri.reston.va.us, or Donald Waters, donald.waters@yale.edu. Comments are due by October 31, 1995. The final report is expected early in 1996.

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The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington, DC 20036-2217

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The Commission on Preservation and Access

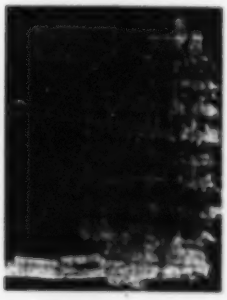
Ensuring Access to The Accumulated Human Record As Far into The Future As Possible

Newsletter

NUMBER 84

NOV.–DEC. 1995

Commission Distributes Annual Report



Sponsoring institutions and others on the mailing list are receiving the newly published *Commission on Preservation and Access Annual Report July 1, 1994 to June 30, 1995*. During the past year, when the digital world required institutions of higher learning to collaborate and improvise, the programmatic focus of the Commission — preservation of the historical record — continued without interruption.

The year was marked by personnel and organizational changes, culminating in an agreement to affiliate formally with the Council on Library Resources and to share a president.

Much of the programmatic focus was on digital technology, for it is the driving force in many of the changes occurring today. Preservation remains the primary focus of the Commission, however, not because it provides an opportunity to experiment with technology, but because preserving the intellectual and cultural heritage is the unarguable responsibility of all who call

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Policy Board Establishes Principles for NDLF

Agreement on an overall objective and basic principles for the National Digital Library Federation was reached by the Policy Board, composed of directors of founding institutions, during a planning meeting in early October. (See June, July-August, and October newsletters for background.) The objective of the Federation was articulated as follows:

To establish the governance structure and technical infrastructure for a collaboratively managed, physically distributed, not-for-profit repository of digital information in support of instruction and research. The Federation seeks to integrate the unique characteristics and capabilities of digital technologies with the existing strengths of the nation's research libraries and institutions of higher education to provide convenient and affordable access to our intellectual and cultural heritage.

The Policy Board adopted the following principles regarding the nature and governance of the Federation:

- The NDLF is not a membership organization.
- The founding institutions will serve as a Policy Board to define the criteria and standards necessary for furthering its objectives.
- All allied and related institutions are invited to participate in the collaborative creation of a national digital library capacity by adopting the objectives, criteria, and standards

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Selection, Advocacy Among Top Issues for Preservation Managers Council

The Preservation Managers Council recapped its four-year history and identified current concerns during a September meeting with Commission president Deanna Marcum, who chairs the group. The PMC provides a forum for administrators of large preservation programs and serves as a communication link between the Commission and preservation professionals. In past years, the PMC was instrumental in developing the Preservation Science Research initiative and assisted with technical research projects. It also conducted investigations of the availability of preservation microfilm and of the quality of preservation microfilm produced under NEH grants.

Members described the PMC as a generator of ideas and as a reality check on the impact on local institutions of projects designed at national and international levels. A basic value of the PMC, it was concluded, is in providing an opportunity for full discussion of issues. Issues of top priority identified during the discussion were:

Selection for Preservation and Digitization. Decisions about what to digitize are being made at the tops of organizations without necessarily

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endorsed and widely publicized by the Policy Board.

- During the beginning phases of development, the Commission on Preservation and Access will serve as the managing partner to catalyze, coordinate, and raise leverage funding for the NDLF.
- All participating institutions meeting NDLF conditions and criteria are eligible to apply for funding under the NDLF umbrella.
- The organizational structure is deliberately flexible to encourage bi- and multi-lateral collaborative projects and funding efforts.

Many issues are involved in establishing a set of technical conditions and standards; the group reached agreement on the following principles and needs:

- Use off-the-shelf products wherever available.
- Identify areas where no off-the-shelf product exists and establish priority for seeking solutions.
- Identify areas where NDLF will not be involved (i.e., basic research).

The Planning Task Force will be charged with defining the specific technical conditions necessary to achieve the NDLF objectives.

The meeting addressed issues of selection, organizational change, licensing, and relationships with vendors. The assignment of Henry Gladney, an IBM Research staff member, to work with the Planning Task Force in exploring the technical issues was endorsed, and the Board agreed to encourage collaborative partnerships with other vendors wherever appropriate for assistance in solving specific application problems for a national digital library.

The composition of the Policy Board was announced in the June 1995 newsletter.

Planning Task Force

Anthony M. Angiletta
Assistant University Librarian for Collections
Stanford University

Ross Atkinson
Associate University Librarian
Cornell University

Peter B. Hirtle
Policy & IRM Services
National Archives and Records Administration

Marvin Bielawski
Deputy University Librarian
Princeton University

Mark Brown
Associate Dean for Information Technology, University Computing Services
University of Southern California

Selden Deemer
Library Systems Administrator
Emory University

Dale Flecker
Associate Director for Planning and Systems, Office for Information Systems, University Library
Harvard University

Heike Kordish
Deputy Director of the Research Libraries
New York Public Library

Wendy Lougee
Director, Digital Library Program
University of Michigan

Carol Mandel
Deputy University Librarian
Columbia University

Deanna B. Marcum (Chair)
President
Commission on Preservation and Access

Joe C. Rader
Head, University Archives
University of Tennessee

Susan F. Rosenblatt
Deputy University Librarian
University of California, Berkeley

Gloriana St. Clair
Associate Dean for Information and Access Services, University Libraries
Pennsylvania State University

Sarah Thomas
Acting Director for Public Service and Collection Management I
Library of Congress

Donald J. Waters
Associate University Librarian
Yale University

The Commission on Preservation and Access
1400 16th Street, NW, Suite 740
Washington, DC 20036-2217
(202) 939-3400
FAX: (202) 939-3407

The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

Report Confirms Availability of Recycled, Permanent Papers

Of 423 papers on a newly developed list of North American papers that qualify as permanent by U.S. standards, 235 (55 percent) contain recycled fiber. Eight percent of the papers are 100 percent recycled, and many contain 20 percent postconsumer waste. The listing, compiled by Abbey Publications, confirms conclusions from 1994 that recycled paper also can be long-lived. The report, which contains an updated introduction and new sections on recycled paper and paper permanence, is available for $19.50 from Abbey Publications, 7105 Geneva Dr., Austin, TX 78723. (*North American Permanent Papers*, ISBN 0-9622071-3-6, 1995, 52 pp.)

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themselves librarians and archivists. It is precisely because the technology leads us to new opportunities and tools for meeting that obligation that it has become a central concern.

The annual report describes Commission activities in the following areas: the Brittle Books program, technology, scholarly involvement, the International Program, preservation science research, committees and institutional initiatives, and communication. Appendices provide lists of publications and reports, committees and task forces, and the board of directors and staff. Financial statements are included.

Copies are available at no charge, but supplies are limited. Requests should be made to the Communication Program via FAX: (202)939-3407; Email: vmueller@cpa.org; or USPO mail.

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College Libraries Committee to Hold Invitational Workshop on Preservation Goals and Digitizing

The Commission's College Libraries Committee (CLC) is planning a spring 1996 workshop for library directors on digitizing texts and images. The workshop will help college libraries benefit from and contribute to preservation and access goals within the new digital technology environment. The workshop responds to needs identified during a recent survey of college libraries conducted by the CLC.

The workshop will provide the opportunity for college library administrators to obtain a basic understanding of scanning and the alternatives that should be considered as they determine how to make the best use of this technology. Comparisons and conclusions from the projects and initiatives described during the workshop will help directors make informed decisions on the use of scanning in their libraries; descriptions of the problems encountered should enable them to benefit from the experiences of others. Challenges such as the uncertainty of the legal environment, the paucity of technical standards, and the clouded vision of the use and usefulness of scanning will be explored. A discussion of costs and cost models will help guide college librarians as they consider how much they can invest in scanning.

There will also be consideration of how books (and librarians) will survive in the new world of digital access. What will be the hybrid format for the foreseeable future? What types of print publications are most likely to be completely replaced by electronic publication, and what print publications are likely to continue in their current format? How are images accommodated in the electronic format, and what new formatting possibilities are made possible by electronic publishing?

Featured speakers will include Anne R. Kenney, Director of the Department of Preservation and Conservation at Cornell University, and Paul Conway, Head of the Preservation Department at Yale University, who will discuss their continuing research on digitizing images. Randall Frank, Director of Information Technology and Director of the Computer-Aided Engineering Network at the University of Michigan, will speak on "Lessons Learned from Digitizing One Million Pages: The JSTOR Experience."

Todd Kelley, Co-Director of Project Muse, Johns Hopkins University, and David M. Seaman, Coordinator of Electronic Texts at the University of Virginia Library, also will participate as speakers. A panel of college librarians moderated by Connie Dowell, Dean of Information Services and Librarian at Connecticut College, will react to presentations. Deanna B. Marcum, President of the Commission on Preservation and Access and the Council on Library Resources, will conclude the workshop with an assessment of the current state of the art and a discussion of what we might expect in the future.

Attendance at this workshop is by invitation only. For further information contact Willis Bridegam, Librarian, Robert Frost Library, Amherst College, Amherst, MA 01002. Email: webridegam@amherst.edu

Other CLC Activities

Willis E. Bridegam, Librarian, Amherst College, has assumed the chairmanship of the College Libraries Committee. Kathleen Moretto Spencer, who chaired the group since its founding in 1989, was honored for her years of leadership at the group's October meeting in San Antonio, TX.

A report on the findings of the committee's recent survey of college library preservation activities and needs will be included in the Commission's newsletter early in 1996.

Colorado, Wisconsin-Madison Join Sponsors

The University of Wisconsin-Madison and the University of Colorado, Boulder, have become the 48th and 49th sponsors of the Commission. Sponsors receive newsletters and reports at no cost and are acknowledged in Commission publications and annual reports. In a time of financial stringencies and reductions in federal support for preservation and access, the willingness of sponsors to contribute to collaborative activities is even more essential and appreciated

NEH Cutbacks Affect Preservation and Access

In late October, the National Endowment for the Humanities was expecting an appropriation of $110 million for fiscal-year 1996, reflecting a 36 percent cut in the total NEH budget. Funding for the Division of Preservation and Access was cut by 23 percent, from $22 million to $17 million. National programs for grants were cut almost 45 percent, while the percentage of the NEH programmatic budget for State Humanities Councils was increased from 22 to 33 percent.

The administrative budget of NEH was reduced 27 percent, resulting in a loss of 90 positions. The NEH is restructuring into three divisions: The Division of Preservation and Access will remain with added responsibilities for reference materials and research tools. The other two are the Division of Public Programs and Enterprise, and the Division of Research and Education. The Office of Challenge Grants will remain in operation, and there will be a new Office of Federal/State Partnership to work with State Humanities Councils.

Texas A&M, Kingsville, to Develop Program Following Seminar

A participant in the July 1995 Preservation Management Seminar for College Libraries, co-sponsored by AMIGOS (Dallas, TX) and the Commission, reports that she has been named Preservation Officer at the Jernigan Library, Texas A&M University-Kingsville. Cecilia Aros Hunter was serving as the university archivist when she was asked to consider the preservation problems in the Rare Book Room. In February she began a survey of that collection and in July attended the Sante Fe seminar, the third such event and the first held in the southwest. In September, Hunter was named Preservation Officer, granted faculty status and offered the opportunity to develop a preservation program for special and circulating collections.

The Preservation Management Seminar has been held every two years in a different region of the U.S. to develop management skills for college library staff with part-time responsibility for preservation. The College Libraries Committee, which developed the seminar and has assisted with each event, recently decided to make all materials available to any person or organization wishing to have them, with the expectation that the program will continue to be replicated.

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involving user needs or preservation considerations. Preservation administrators (and other librarians/archivists) would benefit from efforts to assist institutions in understanding and taking into account preservation and user issues. Explorations of selection criteria and budgetary considerations would be especially useful.

Standards: As a starting point, a review of current standards work related to preservation could help identify where more work is needed and how preservation administrators can be most influential in assuring that goals are met.

Science Research: The research needs identified by the Preservation Science Council should be revisited to develop a new set of priorities, which most likely would include the chemical longevity of non-paper media and the management of environments to extend the usable life of collections.

Advocacy in Time of Change: Despite successful awareness-heightening activities in the 1980's, there is a renewed need today to advocate for a high priority for preservation in national and institutional agendas. Members are concerned with a lessening of attention to preservation in universities, particularly in view of the reduction in National Endowment for the Humanities funding.

Reinventing the Preservation Profession: New definitions of the preservation — and library — profession may be needed in this increasingly digital age. As preservation considerations become an integral part of all library activities, including electronic access, there is a need to reconceptualize the meaning, activities, and intent of preservation programs.

Education: Continuing education is needed in managerial areas for preservation administrators and in electronic information issues and new technologies for staff.

PMC members are: Margaret Brynes, National Library of Medicine; Ellen Cunningham-Kruppa, University of Texas at Austin; Richard Frieder, Northwestern University; Diane Kresh, Library of Congress; Christine Ward, New York State Archives; and Anne Kenney, Cornell University.

ALCTS – Communication Liaison Established

The Association for Library Collections & Technical Services, a division of the American Library Association, has appointed a liaison to the Commission to foster communication between the two organizations. Appointed for a two-year term is Connie Brooks, head of the Preservation Department at Stanford University Libraries. Brooks is a member of the Preservation Science Council.

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